

**Chillicothe R-II School District  
Application for Approval of Graduate Credit**

Teachers wanting to take graduate courses for salary advancement or career ladder credit must complete the following application and submit it to the Superintendent of Schools prior to the starting date of the course. Upon completion of the course, this signed approval form along with a grade sheet may be submitted to receive appropriate credit.

Name \_\_\_\_\_ Term \_\_\_\_\_  
Course Offered: Fall Winter Summer / Year: \_\_\_\_\_

Grade Level of Subject Area Taught: \_\_\_\_\_

Course Name & Number: \_\_\_\_\_ Hours of Credit: \_\_\_\_\_

Educational Institution Offering Course: \_\_\_\_\_

Requesting Approval for: \_\_\_\_\_ Horizontal Advancement \_\_\_\_\_ Career Ladder

Brief description of why you feel this course would be beneficial to you and your students:

Date of application : \_\_\_\_\_ Applicant Signature \_\_\_\_\_

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Course approved for: \_\_\_\_\_ Horizontal Advancement \_\_\_\_\_ Career Ladder

Superintendent's Signature \_\_\_\_\_

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**If applicant wishes to request tuition reimbursement, a separate application (Form PDC-GCR 8/1/01) must be completed and delivered to the PDC committee for approval.**