

Midland Public Schools

REQUEST FOR CHANGE TO APPROPRIATE SALARY SCHEDULE

Pursuant to the MCEA Master Agreement (Appendix A and B), by submitting this salary change request form, the undersigned is attesting to completion of all requirements as of the date of this request.

Please check the category that you are requesting advancement to:

MA (Tier 1 and 2) _____

MA +15 (Tier 1 only) _____

MA +30 (Tier 1 and 2) _____

MA +45 (Tier 1 only) _____

Doctorate _____

National Board Cert. _____

Are official transcripts and/or documentation attached? Yes _____ No _____

If not, please indicate what College/Universities they are being sent from:

By signing this form, the employee assumes full responsibility for compliance, timelines and representations made on this request.

Date

Name (Please print)

I.D.#

Signature

Position

School or Department

**Please note that the submission of the credits or this form does not mean that salary advancement will automatically occur. The credits and ability to advance on the salary schedule must be verified by Human Resources. Refer to Appendix A and B of the teacher contract for policy language.*