

**APPLICATION FOR COLLEGE CREDIT PRE-APPROVAL**

*In compliance with the "Master Contract", I am requesting prior approval for the following course that is to be applied toward a lane change at some future date.*

TEACHER FULL NAME: \_\_\_\_\_

PLEASE PRINT

\_\_\_\_\_ is going to be offered by \_\_\_\_\_

Course Title and #

College

\_\_\_\_\_ or \_\_\_\_\_ campus \_\_\_\_\_

on

off

Site

Semester Hours

Start Date

**ALL CREDITS MUST BE GRADUATE CREDITS AND CARRY A GRADE EQUIVALENT OF B OR HIGHER**

BRIEF DESCRIPTION OF COURSE:

\_\_\_\_\_  
\_\_\_\_\_

WHY YOU FEEL THIS COURSE IS GERMANE TO YOUR CURRENT TEACHER ASSIGNMENT:

- Current Assignment \_\_\_\_\_
- Request by District to take class? \_\_\_\_\_
- Part of an approved Master's Program? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ADVANCE DEGREE PROGRAMS: \_\_\_\_\_

Do these credits qualify within a pre-approved advance degree program? YES \_\_\_\_\_ NO \_\_\_\_\_

What date was this Master's Degree Pre-approved? \_\_\_\_\_

\_\_\_\_\_  
Teacher Signature \_\_\_\_\_ Date of Request \_\_\_\_\_

Please check here if you wish a response copy \_\_\_\_\_

Date: \_\_\_\_\_ Approved by Principal: \_\_\_\_\_  
Principal's signature

Date: \_\_\_\_\_ Approved by Superintendent: \_\_\_\_\_  
Superintendent's signature

Denied by: \_\_\_\_\_ Date: \_\_\_\_\_ Reason: \_\_\_\_\_

*Upon successful completion of this class, a transcript or official grade report is turned in to the Superintendent's office and attached to this form. At that time you may request the lane change in writing in accordance with the "Master Contract". This form should be completed each quarter, semester, or summer school session.*