

GRADUATE STIPEND FORM

For teachers in the process of obtaining their Master's Degree, after the second year of employment, if you have earned at least twelve credit hours, you will receive a \$480 stipend. After the fourth year of employment, if you have earned at least twenty-four credit hours, you will receive another \$480 stipend. After the fifth year of employment, if you have earned all the credits required for the Master's Degree, you will receive the contractual payment for the Master's Degree. **You must submit with this form an official transcript showing the credit hours you have earned.**

STIPEND ONE (After second year of employment)

\$480 = Minimum of 12 credit hours (Please Check Box)

STIPEND TWO (After fourth year of employment)

\$480 = Minimum of 24 credit hours (Please Check Box)

I have completed all the credits required for a Master's Degree. Payment will be contractual.

(Please Check Box)

Please consider this as approval for the graduate stipend. It is understood that approval for credit is based on successful completion of the course(s) and submission of documentation.

Applicant's Signature (Please Sign & Return)

Date

Assistant Superintendent for Instruction

Date

Payroll Signature

Date Rec.

Original: Payroll

Copy: Human Resource
Applicant