

*Lemoore Union Elementary School District*

## CERTIFICATED UNITS/SALARY PROJECTION WORKSHEET

Name: \_\_\_\_\_  
Print Name

Date: \_\_\_\_\_

Pursuant to the Agreement between LETA and LESD, teachers must notify the district of any additional units for salary credit to be applied to the following year's salary by April 1.

Please use this form to itemize all additional salary credit projected for the 2019-2020 school year. Please submit this form to the Human Resources Department at the District Office **no later than 4:30 p.m. on Monday, April 1, 2019.** Formal proof of description and completion of units must be submitted **no later than 4:30 p.m. on Tuesday, October 1, 2019.**

**(Please note: Formal proof must be an official grade card or official transcript.)**

Please refer to Appendix B of your contract for additional information or call Amy D. Garcia at 924-6804 with any questions.

Course No.	Course Title	Semester Units	Formal Proof Received by D.O. Staff
SAMPLE EDUC 645	SAMPLE Curriculum Design	SAMPLE 3	
<b>TOTAL UNITS</b>			

If you will be applying a new specialty credential, certificate, or graduate degree, please check the appropriate boxes:

- |  |   |
|--|---|
| BCLAD Certificate <input type="checkbox"/> | Special Ed. Credential <input type="checkbox"/> |
| Master's Degree <input type="checkbox"/>   | Doctoral Degree <input type="checkbox"/>        |

Signature: \_\_\_\_\_

*This section to be completed by LUESD Human Resources Department.*

Total of additional salary units for the 2019-2020 contract:	2019-2020 Step/Column Placement:	Verified By:	Pay Warrant Effective Date: