



Professional Compensation

Any teacher who enrolls in and successfully completes approved-by-the-Board courses related to his/her instructional responsibilities at a National Council for Accreditation of Teacher Education accredited college or university shall receive from the Board sixty-one dollars and three cents (\$61.03) per semester hour earned beyond professional certification requirements. This amount will be paid twice each school year, in September and February.

Teachers must submit official transcripts to the Superintendent's Office to qualify for payment. Transcripts must be submitted by the conclusion of the second week in August for reimbursement in September. In order to receive reimbursement in February, transcripts must be submitted by the conclusion of the second week in January.

Classes Taken: _____

Name of Institution: _____

Course of Study: _____

Credits Received: _____ **Amount Owed:** _____

Employee Signature

Date

Principal Signature

Date

Superintendent Signature

Date