



# Kutztown Area School District

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GEORGE F. FIORE, Ed.D., SUPERINTENDENT • MATTHEW J. LINK, ASSISTANT SUPERINTENDENT

DAVID J. MILLER, BUSINESS ADMINISTRATOR

~ *Maximize Potential, Embrace Change, Create the Future* ~

## APPLICATION FOR ADVANCEMENT ON SALARY SCALE

The professional employee's contract provides for terms and conditions for horizontal advancement on the salary scale. Please review your current contract concerning specific requirements for salary scale advancement. Salaries will only be adjusted at the start of each semester.

After reviewing the current KASD/KATA contract, I request that my salary be advanced from my current level of \_\_\_\_\_ to a \_\_\_\_\_ effective \_\_\_\_\_.

Listed below is the course information that qualifies me for advancement in my salary level. **(Please note: A transcript showing the below listed courses must be attached.)** Return completed form to Tammy Miller, Business Office.

<u>Course Title and Number</u>	<u>Credits</u>	<u>College/I.U.</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

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

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