



Unified School District of Marshfield

GRADUATE DEGREES PRIOR APPROVAL

Name: _____ Date: _____

Position: _____ Building(s): _____

This prior approval form must be approved by the Director of Human Resources no later than three weeks prior to the start date of the graduate program. **A copy of the course brochure, agenda, description, etc. must be attached to this document before being submitted for prior approval.** Your request may be denied if the graduate program does not directly relate to your job duties/position. All programs must meet the requirements as listed in the Alternative Compensation Plan. Compensation for completion of these programs will follow the pay structure in place at the time of approval.

MASTER DEGREE PROGRAM – Level 1 (40 units)

- ☐ Master's Degree in/emphasizing Reading and a DPI 317 Specialist license
- ☐ Master's Degree in STEAM or STEM
- ☐ Master's Degree in a specific content area
 - ☐ Secondary English ☐ Secondary Math ☐ Secondary Science ☐ Secondary Social Studies
 - ☐ Music (A specific music Master's Degree that allows post-secondary affiliation)
 - ☐ Art (A specific art Master's Degree that allows post-secondary affiliation)
 - ☐ Career and Technical Education

How is this directly related to your job duties/position?

Expected Completion Date: _____

MASTER DEGREE PROGRAM – Level 2 (20 units)

- ☐ Master's Degree in Education
- ☐ Master's Degree in Technology Integration
- ☐ Master's Degree in Educational Leadership
- ☐ Master's Degree in the staff member's content area but not listed as a level 1.

How is this directly related to your job duties/position?

Expected Completion Date: _____

FOR OFFICE USE ONLY

☐ Approved ☐ Denied

Director of Human Resources Signature

Date