

**UNIT I EDUCATIONAL SALARY ADJUSTMENT  
COLLEGE CREDIT**

In the spaces below, please complete the information on your college credits in the appropriate category to satisfy the retirement credit. The maximum number of courses are indicated by category. If no maximum is specified, it is unlimited in that area. **NOTE: PLEASE SUBMIT FORM WITH ORIGINAL TRANSCRIPTS AND CPI CARD.**

Please check one

  

I qualify for the following Educational Salary Adjustment Reference: \_\_\_\_\_  
I have read the Education Salary Adjustment provision and am electing not to apply; if eligible, the election (not to apply) may result in loss of additional compensation

Name:

Hire Date:

Category	Course # / Name Credits Semester Taken	Course # / Name Credits Semester Taken	Course # / Name Credits Semester Taken
Behavior Management (A minimum of one (1) course is required) or currently-valid Crisis Prevention Institute cardholder as of the time of submission for qualification for the Educational Salary Adjustment.		<b><i>NOTE: CPI CARD (ATTACH COPY) OR BEHAVIOR MANAGEMENT CLASS MANDATORY FOR EDUCATIONAL SALARY ADJUSTMENT</i></b>	
Exceptional Children			
Computer-aided Instruction (not more than two (2) courses)			
Child Growth and Development Psychology			
Medical-related Procedures (not more than three (3) courses)			
Technology Skills (not more than three (3) courses)			
Health and Recreation for Students (not more than two (2) courses)			
Career Education (not more than two (2) courses)			
Assessment/Remediation (not more than two (2) courses)			
Collaboration/Service Delivery (not more than two (2) courses)			
Curriculum and Instruction (not more than three (3) courses)			
PT/ OT (not more than two (2) courses)			
Assistive Tech Augmentative Communication (not more than three (3) courses)			
Entrepreneurship or Small Business Management (not more than two (2) courses)			
Culinary or Nutrition (not more than two (2) courses)			
Sanitation and Hygiene (not more than two (2) courses)			
Financial Literacy (not more than two (2) courses)			
Equity, Inclusion, Social Justice			
Sign or Foreign Language (not more than two (2) courses)			

**Total Credits Listed Above:**

Date Stamp of When Received in HR

**SUBMISSION DEADLINES:**

To receive credit for entire school year: Submit form/documentation prior to start of school

To receive credit for partial school year: Submit form/documentation prior to February 1st

**Office Use Only:**

Preliminary review by: \_\_\_\_\_

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

Final review by: \_\_\_\_\_

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

Column Placement: \_\_\_\_\_