

## TRENTON BOARD OF EDUCATION Human Resources Department 108 N. Clinton Ave. Trenton, NJ 08609 Phone (609) 656-4900 Fax (609) 278-3081

## APPLICATION FOR SALARY ADJUSTMENT

\*\*\*\* ##\*\*\*\*

n\_+-

-For Support Staff Only-

| Name of Applicant:                      |                                |  |
|---|--------------------------------|--|
| First                                   | M.I.                           | Last   |
| School / Department:                    | Current Position:              | Bargaining Unit:   |
| Home Number: ()                         | Cell Number: ()                | Work Number: ()  |
| Application is for Advancement Fro      | m (Check One):                 | Professional Development Hours:                          |
| [ ] 15 Credits                          | [ ] 30 Credits [ ] 45 Credits  | [ ] 10 Hours [ ] 20 Hours                                |
| [ ] 60 Credits                          | [ ] 75 Credits [ ] 90 Credits  | [ ] 30 Hours [ ] 40 Hours                                |
| [ ]105 Credits                          | [ ] 120 Credits (B.A.)         | [ ] 50 Hours [ ] 60 Hours<br>10 Hours of P.D. = 1 Credit |
|   |                                |  |
| APPLICANT SIGNATURE                     |                                | DATE   |
| FOR PERSONNEL OFFICE USE O              | NLY                            |  |
| Action by Human Resources Administrator | [ ] Approved [ ] Denied [ ] Bo | oard Agenda:   |
| Current Salary: _\$                     | Educational Level:             | _Step on Guide:  |
| Salary to be adjusted to: _\$           |                                | _Step on Guide:  |
| Amount of adjustment: _\$               | Effective Date:                | _ Step on Guide:   |
| Application Reviewed by:                |                                | Date: //   |
| Application Approved by:                |                                | Date:///////   |
|   |                                |  |
| COMMENTS:                               |                                |  |
|   |                                |  |
|   |                                |  |
|   |                                | द्रै <i>स</i> ्य   |
|   |                                |  |
|   |                                |  |
|   |                                |  |
| created on 7/24/09;dc                   |                                | i i i i i i i i i i i i i i i i i i i                    |

TRENTON BOARD OF EDUCATION



Human Resources Department 108 N. Clinton Ave. Trenton, NJ 08609 Phone (609) 656-4900 Fax (609) 278-3081

## APPLICATION FOR SALARY ADJUSTMENT -For Support Staff Only-

APPLICANT MUST ATTACH OFFICIAL TRANSCRIPTS IN A SEALED ENVELOPE PLEASE NOTE NO PHOTO COPIES WILL BE ACCEPTED.

| #   | NAME OF COURSE   | INSTITUTION WHERE TAKEN | NUMBER OF CREDITS   | DATE TAKEN  |
|-----|--|-------------------------|---|---|
| 1.  | anten and the second a second dock is an alternative second second second second second second and second an a |                         |   |   |
| 2.  |  |                         |   |   |
| 3.  |  |                         |   |   |
| 4.  |  |                         |   |   |
| 5.  |  |                         |   |   |
| 6.  |  |                         |   |   |
| 7.  |  |                         |   |   |
| 8.  |  |                         |   |   |
| 9.  |  |                         |   |   |
| 10. |  |                         |   |   |
| 11. |  |                         |   |   |
| 12. |  |                         | and an and the second second second and the second second second second second second second second second seco |   |
| #   | PROFESSIONAL DEVELOPMENT<br>IN SERVICE CREDITS   | NAME OF WORKSHOP        | NUMBER OF HOURS   | DATE TAKEN  |
| 1.  |  |                         |   |   |
| 2.  |  |                         |   |   |
| 3.  |  |                         |   |   |
| 4.  |  | · · ·                   | · .   |   |
| 5.  |  |                         |   |   |
| 6.  |  |                         |   |   |
| 7.  |  |                         |   |   |
| 8.  |  |                         |   |   |
| 9.  |  |                         |   |   |
| 10. |  |                         |   |   |
| 11. |  |                         |   |   |
| 12. |  |                         |   |   |
|     | AL NO. OF CREDITS:   |                         | NECKAL INNEE EIN KALTINGTON KALTINGKALTINGKALTINGKALTINGKALTINGKALTINGKALTINGKALTINGKALTINGKALTINGKALTINGKALTIN | nne a fearaigte an the fear the constraint of the fear the second second second second second second second sec |