



EVANSTON SCHOOL DISTRICT 65
1500 McDaniel Avenue
Executive Chief of Human Resources

**APPLICATION FOR
MASTER'S DEGREE PAY**

IMPORTANT NOTES:

- (a) Upon receipt of verification of a Master's Degree by the Assistant Superintendent of Human Resources, Master's Pay (Movement from Track I to Track II) shall be granted at the next regular pay period.
- (b) Official transcripts reflecting the conferral of the Master's Degree or a Diploma must be attached with this application.

Name: _____ Date: _____

Name of school you currently work for: _____

Name of university where Master's was received: _____

Are the transcripts attached to this application? Yes No

Employee's Signature

Date

FOR HUMAN RESOURCE DEPARTMENT USE ONLY

Authorized Signature for Approval

Date

If declined, please provide reason(s):

