

**PENN CAMBRIA SCHOOL DISTRICT**  
**REQUEST FOR PRE-APPROVAL OF PROPOSED CREDITS**

**NAME:** \_\_\_\_\_ **AREA OF CERTIFICATION:** \_\_\_\_\_  
**BUILDING:** \_\_\_\_\_ **TEACHING ASSIGNMENT:** \_\_\_\_\_  
**NAME OF COLLEGE/UNIVERSITY:** \_\_\_\_\_  
**COURSE #:** \_\_\_\_\_ **NUMBER OF CREDITS:** \_\_\_\_\_  
**TUITION COST PER CREDIT:** \_\_\_\_\_  
**TITLE OF COURSE:** \_\_\_\_\_

**DATES OF ATTENDANCE:** \_\_\_\_\_ **TO** \_\_\_\_\_  
                                  **MONTH**    **DAY**    **YEAR**                    **MONTH**    **DAY**    **YEAR**

**STATEMENT OF RELEVANCE OF PROPOSED COURSE:**

- A. Increase understanding of the learning process.
- B. Improve teaching techniques.
- C. Increase knowledge in subject area.
- D. Meet requirements for employment advancement in the education profession.

Pre-approval of proposed credits is hereby granted. Movement on the salary schedule or credit reimbursement\* shall be in accord with the restrictions of the current Agreement.

\_\_\_\_\_  
Superintendent's Signature

\_\_\_\_\_  
Date

\*Items needed for reimbursement:

- a) Proof of payment along w/itemized statement of costs
- b) Official transcript w/seal