

IRON COUNTY SCHOOL DISTRICT Policy Handbook	ICSD Code: GCL-E2
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**REQUEST FOR UPPER DIVISION CREDIT OR
WORKSHOP CREDIT TO BE COUNTED FOR GRADUATE CREDIT**

At times the district requires specific endorsements or certification to meet district needs. Other situations may arise where an upper division course is required. Please complete this portion of the form and submit written justification for workshop or undergraduate credit that you believe should apply as graduate level credit on the salary schedule. Request must be made to the superintendent prior to taking the course.

Workshop/Course Name	Sponsor or Institution	Description of Course or Workshop

Written justification and rationale showing why this workshop or course should be considered for graduate level credit.

Signature of Superintendent: _____