

Professional Development Points Request for Undergraduate or Certification Coursework

The Mosinee School District places a high value on professional learning and professional development. Professional development points are accumulated and used to move through compensation levels in accordance with the compensation model. Points in excess of those needed to increase your compensation level are not accumulated or transferred to the next level.

In accordance with the compensation model **one credit is the equivalent of three Mosinee School District Professional Development points.**

All coursework must be approved by the Director of Instruction to be considered for professional development points. Prior approval is recommended. Submission is not a guarantee of approval for Professional Development points.

I understand this request requires approval, while prior approval is not required I understand until I receive approval there is no guarantee of this course being accepted for Professional Development points. _____

I understand the approved point request and verification of course completion must be received at the district office by April 1 of the current academic year to be considered for salary advancement next academic year. _____

Please contact the Director of Instruction at 715.693.2530 ext. 6106 or rind@mosineeschools.org if you have questions regarding the form or submission process.

Last Name: _____ First Name: _____ MI: _____

Building: _____ Grade Level or Department: _____

Institution: _____ Course Number: _____ Credits: _____

Course Title: _____

Is this institution accredited by the [Council for Higher Education Association](#)*? _____

Will these credits apply toward an additional certification? _____ Certification: _____

Course Start Date (M/D/Y): _____ Course Completion Date (M/D/Y): _____

Total number of Mosinee Professional Development points requested (one graduate credit is the equivalent of three (3) Mosinee Professional Development Points): _____

Signed: Applicant Date

This activity is: _____ Approved _____ Not Approved

Director of Instruction Date