

Course Approval Form

Name _____ Date _____

All courses that will be used to advance from one educational lane to another must be approved by the superintendent prior to the employee enrolling in the course. (Article III, C. 2., P. 5 of the Jesup Community Schools Collective Bargaining Agreement 2001-2002) - **All courses taken must be approved even if the lane change does not occur with enrollment in this course.** Please submit a copy of the description that is listed in the college/university catalog. If you are in an approved course of study (i.e. Master's), you may submit the names of all courses to be taken on one form.

Course/Number of Sem. Hrs: _____

Institution offering the course: _____

Semester enrolled: _____

Date class starts: _____

Comments:

Teacher's Signature

Approval granted: _____

Date

Approval not granted: _____

Date

Reason approval not granted: _____

Superintendent's Signature