



Binghamton City School District
Binghamton, New York

Request for Graduate Credit Salary Increase

Kelsey Mras, Program Assistant
Personnel Office
164 Hawley Street
Binghamton, NY 13901

"I request an increase in salary following the completion of additional academic preparation a shown"

College

Year

_____ Earned Master's Degree _____

_____ Additional graduate work beyond Bachelors Degree (earned at \$100 for every 6 earned hours of graduate work) _____

_____ official transcripts have already been forwarded or requested.

I understand that no salary increase can be made without official transcripts. I requested them on _____ (Date)

Name _____

Assignment _____ School _____

Signature _____ Date _____

(DO NOT WRITE BELOW THIS LINE)

Unused Graduate Hours _____

Plus New Graduate Hours _____

Grad Hours used _____

Amount Granted _____

Effective Date _____

New Unused Graduate Hours _____