

MANSFIELD PUBLIC SCHOOLS

SALARY SCHEDULE PLACEMENT FORM

Name: _____

School: _____ Current Step & Lane: _____

List each course title and attach **Official Original** transcript(s) for _____ Lane/ Degree

Date	Course Title	College or University	Credit
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

TOTAL CREDITS _____

Date _____

Teacher's Signature

Date _____

Superintendent of Schools

Per teachers' contract, approved lane changes will be reflected by the first pay period in September and March, whichever first occurs after the completion of this process.

Deadline to the central office: August 15 for a September Lane Change
February 15 for a March Lane Change