



MIAMI-DADE COUNTY PUBLIC SCHOOLS
APPLICATION FOR CREDENTIAL PAYMENT FOR ADVANCED DEGREE(S)
PLEASE TYPE OR PRINT, EXCEPT SIGNATURE

| FOR OFFICE USE ONLY | |
|---------------------|-------|
| Level: | _____ |
| Effective Date: | _____ |
| Approved By: | _____ |

- DIRECTIONS:**
- Complete form, attach required documentation, sign and return to Compensation Administration, Miami-Dade County Public Schools, 1450 N.E. 2nd Avenue, Suite 621, Miami, Florida 33132. **Mail Code - 9317. Only original documentation is accepted; no scanned, copies or faxes accepted.**
 - Please allow four to six weeks from date of receipt for processing.
 - Official transcript(s) are required:** **Master's/Doctorate** - degree must be conferred; **Specialist Pay** - 36 semester hours of graduate credit from a regionally accredited university after receiving master's degree (*please provide a copy of master's degree*) or conferred Educational Specialist degree.
 - Transcript(s) on file with M-DCPS? Yes No**
Universities/Colleges _____
 - If you are an hourly employee, only section C is not required.**

A.

| | | | |
|----------------------------------|-------------------|----------------|----------------|
| Name (Last) | (First) | (Middle) | Employee No. |
| Home Address (Number and Street) | (City) | (Zip) | Home Phone No. |
| Work Location Name | Work Location No. | Work Phone No. | |

Best Method to Contact You (e-mail address, cellular phone number, etc.) _____

B.

Please provide the following information:

HIGHEST ADVANCED DEGREE FOR WHICH APPLYING: Masters Specialist Doctorate

MAJOR(S): _____ COMPLETION DATE(S): _____

CURRENT TEACHING ASSIGNMENT(S): _____

FOR VOCATIONAL ONLY: Non-Degree Rank II effective date: _____

C.

FIRST TIME APPLICANT FOR ADVANCED DEGREE PAYMENT REQUIRES SUPERVISING ADMINISTRATOR'S SIGNATURE TO VERIFY CURRENT TEACHING ASSIGNMENT(S).

Signature of Supervising Administrator *Title* *Date*

D.

I certify that all foregoing information is true to the best of my knowledge.

Signature of Applicant *Date*