

Mercer County Educational Service Center Request for Salary Scale Adjustment

Name: _____

Date: _____

Current Position Assignment: _____

Current Salary Placement (Check One)

- _____ High School Diploma
- _____ Associate Degree or LPN
- _____ Bachelors
- _____ Bachelors + 150 semester hours
- _____ Masters
- _____ Masters + 15 semester hours
- _____ Masters + 30 semester hours
Or Ed. Specialist Degree

Requested Salary Placement (Check One)

- _____ Associate Degree or LPN
- _____ Bachelors
- _____ Bachelors + 150 semester hours
- _____ Masters
- _____ Masters + 15 semester hours
- _____ Masters + 30 semester hours
Or Ed. Specialist Degree
- _____ Ph.D.

Please submit this form to the ESC office with an **official transcript** verifying the above request prior to September 30. *Adjustments for additional training will not be done after September 30 for that current school year.*

Approved by Superintendent: _____

Date: _____