

## SCHUYLKILL INTERMEDIATE UNIT 29 PRE-APPROVAL FOR CREDITS

**INSTRUCTIONS:**

This form **MUST** be completed in full and submitted to the Program Director or to the Superintendent of Vocational Education for pre-approval. All courses for credit **MUST** be approved **PRIOR** to the start of the course.

Program

IU	
AVTS	
SPEC ED	

I hereby request approval for the listed course(s) which is (are) in my field of specialization and/or needed for certification.\* It is understood that payment for the course(s) approved will be remitted upon receipt of student grade report/transcript and a receipted invoice from the college or copy of my cancelled check.

\_\_\_\_\_  
Employee Name (Please Print) \_\_\_\_\_  
Date

\_\_\_\_\_  
College/University \_\_\_\_\_  
Term \_\_\_\_\_  
Year

Date of Course	Course Number	Course Name	Course Credits	Note if Inclusive/SAS* Credits	Tuition Cost	Book Cost	Total Cost

\*PDE CSPG No. 7: Effective September 1, 2011, educators issued an Instructional I certificate after September 22, 2007, and applying for Level II conversion, must complete at least six (6) of the 24 credits in the areas of Inclusive Classrooms and/or Standards Aligned Systems (SAS). Credits required for conversion to a Level II Certificate are NOT required to be at a graduate level, but are required to be earned post-baccalaureate or earned after the conferral of the initial Bachelor's degree. Educators issued a Vocational Instructional Level 1 certificate after January 1, 2013, and applying for Vocational II conversion after completing a total of 60 credit hours in addition to the 18 credits earned in Voc 1 programs, including at least six (6) credits in the areas of Inclusive setting and/or English Language Learners. (Please review information on Side 2 of this form.)

### ADMINISTRATIVE ACTION

PRE-APPROVAL APPROVED
  PRE-APPROVAL DENIED

\_\_\_\_\_  
Signature of Approving Officer \_\_\_\_\_  
Date

Employee Copy