

# McLean County Unit District #5

## Additional Coursework/Education/Board Credit Approval

Teacher name:	Homebase:	Date of submission:
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Course name	course #	Course description	semester/year	Institution	# of credits
1					
2					
3					

**The above course(s) is/are applicable for: Please select those that apply-please note that for PDA board credit: 6 seat hours = .5 in board credit.**

<b>*Illinois Licensure Attainment-circle area aligned with Illinois pre approved program</b>	<b>**Master's program-if not leading to an Illinois licensure attainment, institution must be nationally accredited</b>	<b>Salary Advancement for salary advancement only</b>	<b>Subject in field taught related to teaching/educational</b>	<b>Other/Board Credit(specify):</b>
Principal - Superintendent - CSBO - Gen Adm - Dir Sp Ed- Counselor				

**By signing and dating this form below, I verify the classes listed above are not the same or similar to courses for which I have previously obtained credit.**

Signature of teacher	date:	Signature of Director of Staff Development	date:	For office <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;"> <input style="width: 50px; height: 20px;" type="checkbox"/>                      Course Approved                 </div> <div style="text-align: center;"> <input style="width: 50px; height: 20px;" type="checkbox"/>                      Course not approved                 </div> </div> comments:

<i>Form must include complete information</i>	<i>Not more than one credit hour will be granted for an experience compressed into one week's time or less</i>
<i>You may attach photocopies of course information</i>	<i>Teachers are responsible for maintaining their own paper work</i>
<i>All courses must be graduate level</i>	<i>Any changes or adjustments to approved plans must be communicated prior to receipt of transcript</i>
<i>Approval must be obtained PRIOR to taking course</i>	<i>**Original transcripts must MATCH information submitted on the Master's plan approval documents</i>
<i>Questions on licensure?: <a href="http://www.isbe.state.il.us/licensure/pdf/ELIS-faq.pdf">http://www.isbe.state.il.us/licensure/pdf/ELIS-faq.pdf</a></i>	<i>*Approved licensure institutions: <a href="http://www.isbe.state.il.us/profprep/PDFs/directory.pdf">http://www.isbe.state.il.us/profprep/PDFs/directory.pdf</a></i>