



991 Mountain View Blvd,
Vandenberg AFB, CA 93437
(805) 734-5600 ~ FAX (805) 734-3572
www.manzanitacharterschool.com
"A Gold Ribbon School"

APPLICATION FOR TRANSFER TO HIGHER SALARY CLASSIFICATION

PLEASE COMPLETE AND RETURN TO

Suzanne Nicastro by April 1

DATE: _____

NAME: _____

PRESENT SALARY CLASSIFICATION \$ _____

SALARY CLASSIFICATION TO WHICH YOU WISH TO TRANSFER TO \$ _____

LIST ANY CREDENTIALS FOR WHICH YOU ARE CURRENTLY WORKING:

Are you taking any College or University courses toward your CLAD or BCLAD certificate?

Yes No Not Applicable

Total units recorded after your bachelors: _____

Total units listed below but not recorded: _____

**The information to be completed below pertains to any credits/courses completed prior to June 30th.
Any credits/courses completed after June 30th will be applied to the following Fiscal Year.**

COURSE TITLE Completed/Proposed	COURSE # Upper Division Only	COLLEGE/UNIVERSITY	COMPLETION DATE	UNITS Semester/Quarter

FOR OFFICE USE ONLY

ADDITIONAL UNITS EARNED: SEMESTER: _____ QUARTER: _____

DEGREE/CREDENTIAL EARNED: MA/MS PHD CLAD BCLAD

APPROVED BY: _____ DATE: _____

SENT TO: PAYROLL HR PERSONNEL FILE