

INSTRUCTIONS: Must be on file by May 15. Please review Article XXVII of the Certificated Contract.

YUBA COUNTY OFFICE OF EDUCATION

CHANGE OF SALARY CLASS
Request Form

Yuba County Office of Education
Human Resources Department
935 14th Street
Marysville, CA 95901

This is official notification that I will complete and will have accumulated a total of ____ units beyond the ____ degree, or I will receive the ____ degree.

I will arrange for official transcripts/unit log to be sent directly to the County Office by September 15. I understand that if transcripts/unit logs are not received by this date, or if I do not complete the units, my current annual salary will be revised and any overpayment will be returned to the Yuba County Office of Education.

____ I choose to accept a \$50.00 stipend per unit (15 hours) in lieu of any change on the salary schedule.

Employee's Signature

Date

mjb
7/31/02