

	<b>MURFREESBORO CITY SCHOOL BOARD POLICY</b>		
	Descriptor Term:  ANTICIPATION OF ADVANCED DEGREE OR ACADEMIC CREDENTIALS	Descriptor Number:  PER 11	Date Adopted:  4/82

The teacher shall be responsible for securing a license, or certificate, verifying its accuracy, and is responsible for maintaining its validity and registering it with the Murfreesboro City Schools Human Resources Department and meeting the requirements of T.C.A. 49-5-101. Initial salary shall reflect the established degree shown on the Tennessee Department of Education certificate presented at the time of employment.

For budgetary purposes, all licensed employees who anticipate receiving an advanced degree or additional graduate hours to meet the MA+45 requirement shall report this to the Director of Schools no later than March 1.

The licensed employee shall be responsible for filing the necessary application papers and the supporting college transcripts with the state certification office once the required course work has been completed or degrees have been awarded. Salary adjustments shall be made on degree and/or experience changes verified by the State Department of Education prior to December 1.