

PASSAIC VALLEY REGIONAL HIGH SCHOOL

100 EAST MAIN STREET, LITTLE FALLS, NEW JERSEY 07424



Move on the Guide Request

Requestor Information

Date: _____ Print Name: _____

I, _____, Social Security Number _____

am requesting the following placement on the PVEA Guide.

❖ Move on the Guide: Education

I have completed the following (check one):

- Class 1- Bachelor's degree
- Class 2- Thirty (30) graduate credits of approved study beyond the Bachelor's Degree
- Class 3- Sixty (60) graduate credits of approved study beyond the Bachelor's Degree and completion of and earned Master's Degree
- Class 4- Ninety (90) graduate credits of approved study beyond the Bachelor's Degree and completion of and earned Master's Degree
- Class 5- A professional staff member holding an earned Doctoral Degree from an accredited American University

In doing, so fulfilled the requirements as per the PVEA contract and request to be moved to

Step: _____ Class: _____ Rate: _____

Attached is the transcript and certificate (when applicable) as proof of completion of the above.

❖ Move on the Guide: Longevity *(not applicable to those hired after July 2012)*

Select the longevity requested (check one):

- A. After completing 15 year of service through 20 years of service in the district
- B. After completing 20 year of service through 25 years of service in the district
- C. After completing 25 year of service through 30 years of service in the district
- D. After completing 30 year of service

Signature of Applicant

Date

Approval

Signature of
Superintendent

Date:

Approved

Denied

BOE Approval Date: