

BONSALL UNIFIED SCHOOL DISTRICT CERTIFICATED UNIT APPROVAL FORM

NAME: _____

DATE: _____

By May 15th of the current school year (new hires must furnish all transcripts by October 1st), all coursework that does not fit within the bullet points below must be pre-approved by the superintendent or designee. Coursework not pre-approved may still be accepted at the district's discretion.

Courses submitted on this form do not fall within the following categories:

- Courses directly related to a currently held credential
- Courses directly related to earning a new credential
- Courses within a college major or minor field of study related to current assignment or credential held
- Courses that are graduate level education courses from an accredited university
- Courses directly related to a current or known future assignment
- Courses related to an advanced degree or certification from an accredited university (i.e. MA - Education, Reading Specialist Certificate)
- Courses taken at the specific and written instruction of the Superintendent in order to qualify for a different district assignment
- Courses taken that are required to maintain a current assignment
- Courses completed by attending an educator conference not paid for by the district

Examples of coursework that may be considered:

- foreign language coursework taken to earn a BCLAD,
- lower division coursework directly related to current or known future teaching assignment

Dept. / No.	Title of Course	College/University	Number of Units	Completion Date

Signature : _____

Date: _____

Approved: _____

Date: _____