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### Request for Additional Payment – CTE Certification

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An employee certified in Career and Technical Education who obtains an additional certificate that would enable them to instruct additional classes in Career and Technical Education shall receive \$1,000 compensation each year that the additional certificate is maintained and utilized for instruction. Such certification shall be at the sole discretion of, and must be approved by, the Superintendent.

NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

NAME OF INDUSTRY CERTIFICATION: \_\_\_\_\_

DATE EARNED: \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_

ISSUED BY: \_\_\_\_\_

COURSE(S) TAUGHT RELATED TO CERTIFICATION: \_\_\_\_\_

RATIONALE: \_\_\_\_\_

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SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_