**North Pekin-Marquette Heights School District 102**

**Lane Change Request Form**

Teacher Name Date

This form is submitted by a teacher seeking approval for lane movement on the placement schedule.

What is your present lane? (i.e. BA + 16)

To which lane are you expecting to move?

**List all courses you have successfully completed since your last lane movement.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Course Number & Department** | **Course Title** | **University** | **Semester Hours** | **Date of Course Approval** |
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An official copy of the transcript(s) from each college/university where courses were taken must be submitted with this form.

Approved for movement to lane Not Approved

Comments

Superintendent Date

**Please Note:**

* As per Article 5.2 from the collective bargaining agreement, teachers must file the Lane Change form provided by the district to the business office no later than August 1st of the new contractual year. Teachers failing to do so will not be granted the lane change for that new contractual year.