



Application for Education Attainment Supplement

Employee: _____

Degree beyond job requirement recently earned:

- Associate \$250 Master \$750
- Bachelor \$500 Doctorate \$1,000

Date degree was awarded: _____

Please summarize the degree's relevance and contribution to your current role at the College:

Attach official transcript

Employee's Signature: _____

Forward to Human Resources once complete

| | | |
|-------------------------------|---|------|
| Human Resources Verification: | () Degree attainment is beyond position requirement | |
| | _____ | Date |
| | Director of HR Signature | |
| Supervisor's Approval: | () Approved | |
| | () Not Approved | |
| | _____ | Date |
| | Supervisor's Signature | |
| President's Approval: | () Approved | |
| | () Not Approved | |
| | _____ | Date |
| | President's Signature | |