

MURFREESBORO CITY SCHOOL BOARD POLICY

Descriptor Term: ANTICIPATION OF ADVANCED DEGREE OR ACADEMIC CREDENTIALS	Descriptor No: PER 11	Date Adopted: 4/82
	<i>Reviewed/Revision Adopted:</i> 7/88; 8/01; 11/10	

1 The teacher shall be responsible for securing a license, or certificate, verifying its accuracy,
2 and is responsible for maintaining its validity and registering it with the Murfreesboro City
3 Schools Human Resources Department and meeting the requirements of T.C.A. 49-5-101.
4 Initial salary shall reflect the established degree shown on the Tennessee Department of
5 Education certificate presented at the time of employment.

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7 For budgetary purposes, all licensed employees who anticipate receiving an advanced degree
8 or additional graduate hours to meet the MA+30 requirement shall report this to the Director
9 of Schools no later than March 1.

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11 The licensed employee shall be responsible for filing the necessary application papers and the
12 supporting college transcripts with the state certification office once the required course work
13 has been completed or degrees have been awarded. The licensed employee shall be
14 responsible for submitting an official transcript to the Murfreesboro City Schools Human
15 Resource Department showing credits earned for the new degree and/or hours beyond the
16 degree with an accredited university/college by December 1st in order to have retroactive pay
17 to the first of the school year. If the official transcripts are submitted after December 1st, the
18 new pay rate will be effective at the time the official transcripts are submitted.