

**SCOTCH PLAINS-FANWOOD SCHOOL DISTRICT**  
**ANTICIPATED HORIZONTAL ADVANCEMENT ON SALARY GUIDE FORM III**

TO: SUPERINTENDENT/DESIGNEE AND SPFEA CREDENTIALS COMMITTEE

FROM: \_\_\_\_\_ LOCATION: \_\_\_\_\_  
(Print Name)

SUBJECT: \_\_\_\_\_ GRADE/ASSIGNMENT: \_\_\_\_\_

**THIS FORM MUST BE SUBMITTED BY FEBRUARY 1<sup>ST</sup> OF THE SCHOOL YEAR PRECEDING ANTICIPATED ADVANCEMENT OR ADVANCEMENT ON SALARY GUIDE WILL BE DELAYED BY ONE SCHOOL YEAR AND THE ADJUSTMENT SHALL NOT BE RETROACTIVE.**

I. CURRENT GUIDE: (Please check one)

BA       BA+30       MA       MA+30       ADVANCED DEGREE

II. ANTICIPATED GUIDE: (Please check one)

BA+30       MA       MA+30       ADVANCED DEGREE       DOCTORATE

III. ANTICIPATED DATE OF CHANGE: (Please check one)

SEPTEMBER 1<sup>ST</sup>       FEBRUARY 1<sup>ST</sup>

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*This form must be submitted to the Business Administrator  
and a copy provided to the SPFEA secretary.*

**FOR BUSINESS OFFICE USE ONLY**

**ACKNOWLEDGEMENT OF APPROVAL**

Date Received: \_\_\_\_\_

Approved By: \_\_\_\_\_  
(Signature of Business Administrator) (Date)