

Tuscarawas Valley Local Schools

College Coursework Form

PRE-APPROVAL AND VERIFICATION



Directions & Checklist:

- ✓ Submit one form for each course or activity (will use same form for both pre-approval & verification)
 - ✓ Complete course or activity description for *Pre-approval* of proposed coursework or activity
 - ✓ Attach official transcript for *Verification* of completed coursework
- NOTE: Attachments and original form will be returned to applicant

Name _____ Date _____

Request - Pre-approval (Complete proposed course or activity description) or Verification (attach official transcript)

Name of Provider (Institution; College; University; other): _____

Name of Course: _____

Beginning Date: _____ Ending Date: _____

Total Credits: Semester Hrs. _____ Quarter Hrs. _____

In the space below describe the content of the course and how this course will help you achieve the goals set forth in your Individual Professional Development Plan (IPDP). If the course is a required course in your pursuit of an advanced degree (masters, doctorate, etc.) you can simply write “required course for advanced degree” in the section below.

<p style="text-align: center;"><u>PREAPPROVAL</u></p> <p><input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED COMMENTS: _____ _____ _____</p>	<p style="text-align: center;"><u>VERIFICATION</u></p> <p><input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED COMMENTS: _____ _____ _____</p>
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LPDC SIGNATURE: _____ **DATE:** _____