

BEMIDJI REGIONAL INTERDISTRICT COUNCIL

 Bagley PO Box 974 Kelliher

 Blackduck Bemidji, MN 56619 Lake of the Woods

 Cass Lake-Bena Phone 218-751-6622 Laporte

 Clearbrook-Gonvick Brenda R. Story, Executive Director Littlefork - Big Falls

 Mahnomen FAX Number 218-751-6625 Waubun-Ogema

 Northome-Indus [www.bric-k12.com](http://www.bric-k12.com) Admin Office-Bemidji

**REQUEST FOR PRE-APPROVAL OF COLLEGE CREDITS**

NAME: DATE: INSTITUTION: COURSE NUMBER: COURSE TITLE: DATES OFFERED: CREDITS: Quarter ( ) Semester ( )

Graduate Credit Yes No

Explain how course will be germane to employee’s area of BRIC responsibility:

 Approved

 Not Approved

Director Date

BRIC Collective Bargaining Agreement

Article VI, Section 2, Subdivision 1. Credits which will be used for advancement on the salary guide will receive prior written approval from the Director of Special Education. The request shall be submitted in written form. Those credits must be found to be germane to the employees area of BRIC responsibility, as determined by the Director. All courses must be graduate level courses, except that undergraduate work may be specifically approved by the Executive Board. All courses must receive a grade equivalent of B or higher and/or a pass in a pass/fail course in order to receive credit on the salary schedule. No more than 5 credits may be taken for a pass/fail grade in any lane change.

July 1991