

WEST ISLIP PUBLIC SCHOOLS
West Islip, New York

REQUEST FOR SALARY ADJUSTMENT

Name

School

Salary before adjustment

Salary after adjustment

Step before adjustment

Step after adjustment

Credits before adjustment

Credits after adjustment

Effective as of

COLLEGE	COURSE	DATE	CREDITS
		TOTAL	15 =

Approved by

Superintendent of School

Date

Copies: Payroll (White); Personnel File (Blue); File Copy (Pink); Teacher (Yellow)

Payroll Use Only: _____ Finance Manager _____ Payroll Card