

Lane Change Request Form

Name _____

Date of Submission to Superintendent _____

Current Lane _____

Lane Requested _____

Title of Course or Credit Opportunity (including mentoring)	Offered By (Please note PPS or provide the name of another organization, college, etc.)	Dates of Course or school year(s) of mentoring (please be as specific as possible)	# of Credits	Supporting Documents Submitted (Y or N)	Superintendent Check/Notes
TOTAL					

Notes:

- September 15th: Due date for submission in order to move lanes on January 31st
- January 15th: Due date for submission in order to move lanes on September 1st
- Up to 6 inservice graduate credits for participation in the district’s mentoring program (as a new educator or a mentor) may be included in a lane change request.
 - If you are including mentoring program work, in the “dates” column, please list the school year(s) in which you served as a mentor or participated in the mentoring program.
 - If you served as a mentor, please include the name of the person you mentored.