

# MIRACOSTA COMMUNITY COLLEGE DISTRICT CAREER INCENTIVE PROGRAM APPLICATION

*NOTE: Transcripts for all prior coursework must be submitted with each application. If applicable, the Ed Plan is to be attached as well.*

APPLICANT NAME: (First) \_\_\_\_\_ (M.I.): \_\_\_\_\_ (Last): \_\_\_\_\_

MAIL STATION: \_\_\_\_\_ EXTENSION: \_\_\_\_\_ POSITION TITLE: \_\_\_\_\_

DEPARTMENT: \_\_\_\_\_

DEGREE(S) HELD:  Associate  Baccalaureate  Masters  Doctorate

Are you currently working on a degree program?  yes  no If so, what level? \_\_\_\_\_

For indicated term:  Fall  Spring  Summer 20\_\_\_\_, the following course(s)/workshop(s)/seminar(s) will be taken to begin  or continue  participation within a Career Incentive Program (NOTE: all courses may be submitted for the entire five-year program if desired.) Complete one section below for each course.

1	Institution/School or Workshop/Conference	Course #	Course Title	Course units/hours	Dates (Start/End)
<input type="checkbox"/>	<i>Complete one of the following: Job Related or Career Development:</i>				
	<b>Job Related</b> (explain how this course will provide/develop skills or knowledge useful in your current position and how it will benefit the District.) Summary: _____ _____				
<input type="checkbox"/>	<b>Career Development</b> (indicate aspired District position(s) _____ and summarize how this course will help you achieve your career goal/position objective. Also explain how it will benefit the District. An Education Plan must accompany this application.) Summary: _____ _____				

2	Institution/School or Workshop/Conference	Course #	Course Title	Course units/hours	Dates (Start/End)
<input type="checkbox"/>	<i>Complete one of the following: Job Related or Career Development:</i>				
	<b>Job Related</b> (explain how this course will provide/develop skills or knowledge useful in your current position and how it will benefit the District.) Summary: _____ _____				
<input type="checkbox"/>	<b>Career Development</b> (indicate aspired District position(s) _____ and summarize how this course will help you achieve your career goal/position objective. Also explain how it will benefit the District. An Education Plan must accompany this application.) Summary: _____ _____				

3	Institution/School or Workshop/Conference	Course #	Course Title	Course units/hours	Dates (Start/End)
<input type="checkbox"/>	<i>Complete one of the following: Job Related or Career Development:</i>				
	<b>Job Related</b> (explain how this course will provide/develop skills or knowledge useful in your current position and how it will benefit the District.) Summary: _____ _____				

**Career Development** (indicate aspired District position(s) \_\_\_\_\_ and summarize how this course will help you achieve your career goal/position objective. Also explain how it will benefit the District. An Education Plan must accompany this application.  
Summary:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4	Institution/School or Workshop/Conference	Course #	Course Title	Course units/hours	Dates (Start/End)
<i>Complete one of the following: Job Related or Career Development:</i>					
<input type="checkbox"/>	<b>Job Related</b> (explain how this course will provide/develop skills or knowledge useful in your current position and how it will benefit the District.) Summary: _____ _____ _____				
<input type="checkbox"/>	<b>Career Development</b> (indicate aspired District position(s) _____ and summarize how this course will help you achieve your career goal/position objective. Also explain how it will benefit the District. An Education Plan must accompany this application. Summary: _____ _____ _____				

5	Institution/School or Workshop/Conference	Course #	Course Title	Course units/hours	Dates (Start/End)
<i>Complete one of the following: Job Related or Career Development:</i>					
<input type="checkbox"/>	<b>Job Related</b> (explain how this course will provide/develop skills or knowledge useful in your current position and how it will benefit the District.) Summary: _____ _____ _____				
<input type="checkbox"/>	<b>Career Development</b> (indicate aspired District position(s) _____ and summarize how this course will help you achieve your career goal/position objective. Also explain how it will benefit the District. An Education Plan must accompany this application. Summary: _____ _____ _____				

APPLICANT Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**SUPERVISOR APPROVAL**

The course(s)  are  are not Job Related/Career Development.

Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

If job related, please explain how course(s) is relevant to employee's current position: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**COMMITTEE USE**

Completion of probation? <input type="checkbox"/> Yes <input type="checkbox"/> No	Transcripts received? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> n/a	Ed Plan received? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> n/a
Program: <input type="checkbox"/> 1 of 3 <input type="checkbox"/> 2 of 3 <input type="checkbox"/> 3 of 3; must be completed by (date): _____		Units completed to date: _____
Program completed? (date): _____	Final transcripts rec'd? <input type="checkbox"/> Yes <input type="checkbox"/> No	Salary increase effective date: _____