APPLICATION FOR PROFESSIONAL PROMOTION
UK Cooperative Extension Service
Due February 1

Name: _____________________________________________________

County: ____________________ District: __________

Requesting promotion to which level: ___Level II; ___Level III; ___Level IV

Highest level of education attained by January 1, 2010 (check one):
___ Bachelors (applies only to persons employed before July 1, 2005)
___ Bachelors plus 12 or more hours of graduate education in approved degree program
___ Completed Masters
___ Additional graduate degree(s) please list______________________________

Program of study: _______________________________________________________

A transcript is needed to verify completion of 12 hours or more of graduate education or for a newly completed Masters. Only hours earned prior to Jan 1, 2010 will be considered. It is not necessary to provide a copy of the transcript from previously completed degrees if the transcript is on file in the Extension Personnel Office.

Professional development received since last promotion (attach Historical Training Transcript from the CATPAWS web site https://warehouse.ca.uky.edu/agweb/login/catpawslogin.asp. Only hours earned prior to January 1, 2010 will be considered.)

Number of years of Extension service as of July 1, 2010: (Includes years as an Extension Agent, Extension Associate, or Extension Specialist.)

Performance ratings for the past three years:

NOTE: In addition to the information above, agents applying for promotion to Level IV are required to attach a statement of how they have met the General, Formal Education and Professional Development Criteria as outlined in the Standards. This statement cannot exceed two pages (one side, 12 pt. type).

_________________________________            __________________________
Agent Signature                        District Director Signature            Date

Send completed application to your District Director who will in turn forward it to the Office of the Assistant Director for Program and Staff Development.