

**Weber State University  
Student Affairs Division  
Degree and Credential Completion**

**Certifications:**

One year certificate (career path):	\$500
Certification with test (career path):	\$300
Certification <40hours (career path):	\$300 one time stipend

**Degrees:**

Associate's degree (career path):	\$750
Associate's degree (non-career path):	\$500
Bachelor's degree (career path):	\$1000
Bachelor's degree (non-career path):	\$750
Master's degree (career path):	\$1250
Master's degree (non-career path):	\$ 900
Doctorate (career path):	\$1500
Doctorate (non-career path):	\$1100

Completing the same certificate multiple times or dual/multiple degree (i.e. double major) completion are generally not considered for additional compensation.

Unless otherwise noted, these increases are ongoing increases to base salary.

**Weber State University  
Student Affairs Division  
Degree and Credential Completion Agreement**

Prior to seeking a degree or credential, individuals must meet with their supervisor to discuss their plans if they desire to receive a financial award, and this form must be completed. The individual must have satisfactory PREPs on file in order to receive the financial award.

**To be completed by employee:**

Define below the development activity/goal to be pursued (examples include Bachelor's degree, certification with a professional organization, etc.). Be specific in defining what your goal is and when you intend to achieve that goal. How does this degree or certification align with your future goals?

**To be completed by supervisor:**

*Activity Type:*

\_\_\_\_\_ Career Path

\_\_\_\_\_ Non-Career Path

If career path, how will the completion of this degree positively impact the department, division, and/or university?

*PREP Rating:*

\_\_\_\_\_ This individual's most recent PREP reflects an overall rating of meets expectations.

\_\_\_\_ This individual’s most recent PREP does NOT reflect an overall rating of meets expectations.

**Please select which of the following this activity qualifies for:**

**Certifications:**

- \_\_\_\_ One year certificate (career path): \$500
- \_\_\_\_ Certification with test (career path): \$300
- \_\_\_\_ Certification <40hours (career path): \$300 one time stipend

**Degrees:**

- \_\_\_\_ Associate’s degree (career path): \$750
- \_\_\_\_ Associate’s degree (non-career path): \$500
  
- \_\_\_\_ Bachelor’s degree (career path): \$1000
- \_\_\_\_ Bachelor’s degree (non-career path): \$750
  
- \_\_\_\_ Master’s degree (career path): \$1250
- \_\_\_\_ Master’s degree (non-career path): \$ 900
  
- \_\_\_\_ Doctorate (career path): \$1500
- \_\_\_\_ Doctorate (non-career path): \$1100

\_\_\_\_ This activity does not qualify for one of the above awards.

This degree or credential is:

- \_\_\_\_ APPROVED
- \_\_\_\_ NOT APPROVED

\_\_\_\_\_  
Signature of Employee

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Supervisor

\_\_\_\_\_  
Date

August 28, 2020

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Signature of Next Level Manager

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Date