

**REGULATIONS FOR PROFESSIONAL PERSONNEL  
COMPENSATION GUIDES AND CONTRACTS**

Prior to the issuance of a contract, a professional employee must furnish the Human Resources Department of the Lafayette Parish School Board with the following:

1. an application
2. a complete transcript of college credits with degree attained
3. a copy of a valid Louisiana Teaching Certificate

The Human Resources Department will request written verification of previous experience from former employer(s) for the purpose of placement in the salary schedule. Pending receipt of verification, the employee's salary will be based upon the unofficial experience as furnished by the employee.

Issued and approved prior to 1975

Revised: 09/03/80

Revised: 10/7/98