

PINELLAS COUNTY SCHOOLS
**REQUEST TO EXCEED HOURLY LIMITATIONS
CAREER, TECHNICAL, AND ADULT EDUCATION**

TO: Mark Hunt, Executive Director
Career, Technical and Adult Education

FROM: _____
Cost Center # _____

RE: REQUEST TO EXCEED INSTRUCTIONAL HOURLY LIMITATIONS

I would like to request permission for _____
Instructor Name

Instructor of _____
Course/Program

Check one:

____ Who is a full-time contract teacher.

____ Who is an hourly teacher to work no more than 28.5 hours per week.

REASON FOR REQUEST: _____

Effective from _____, 20 _____ until **June 30**, 20 _____

Requests for permission will expire automatically on June 30th of every year.

Director/Administrator

Managing Officer, Adult Education

Executive Director
Career, Technical and Adult Education

Associate Superintendent
Teaching and Learning Services

Assistant Superintendent of
Human Resources Services