



# Request for Certified Extended Contract

Print Form

Federal Programs  
Mat-Su Borough School District  
501 N. Gulkana  
Palmer, AK 99645  
P: (907) 746-9278 || F: (907) 746-9290

Please complete the following and submit to Federal Programs.

This request must be submitted to Federal Programs no later than 2 weeks prior to the contract extension start date.

A job description of the extended contract duties must be attached.

Name of Activity:	
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Principal/TOSA Making Request:			
Principal/TOSA Signature:		Date Signed:	
District Administrator Making Request:			
Administrator's Signature:		Date Signed:	

Job Description for Extended Contract Attached ☐ Yes ☐ No

Name	School	Contract Start Date	Contract End Date	Total # of Days (Must be in whole or half day increment)	Describe Duties

Federal Programs Department Use:	
Account Code Established:	<input type="radio"/> Yes <input type="radio"/> No
Account Code:	
Federal Programs Director or Grant Budget Supervisor Approval:	