

Lane Change Application
Uintah School District
Vernal, Utah

Name: (Please Print)		School/ Department:	
Current Position:		Date:	

Date of First Bachelor's Degree	
University	
Degree	
Major	
Minor	
Current Lane	
Requested Lane	
Signature	

Please review policy [005.0525 QUALIFICATIONS FOR SALARY LANE CHANGE](#)

All completed lane change applications must be submitted to the Human Resource Department on or before the first Monday in March to qualify for the lane change for the next fiscal year. If proper documentation is submitted at the time of the application, salary adjustments will be made and reflected in the next year's salary. In the event the proper documentation cannot be provided at the time of application, it may be submitted any time during the school year. Salary change shall be effective in the pay period following the month the proper documentation is provided to the district office. There is no guarantee that lane changes will be granted for the following school year.

You must notify the Human Resource Department when you have all the proper documentation ready to be applied to your application.