

Frequently Asked Questions

Q: I believe I should be receiving Advanced Degree Pay. Whom should I contact?

A: If you are a current employee and have submitted your transcript(s) for Advanced Degree Pay and you currently aren't receiving Advanced Degree Pay, please email: AskHR@palmbeachschools.org

Q: I just received my Master's Degree. Where should I send my transcript?

A: You may have the original transcript sent to:
Compensation & Employee Info Svcs
Attention: Advanced Degrees
3300 Forest Hill Blvd., A-115
West Palm Beach, FL 33406

If you have the original transcript sent to your home address, you may send it through the District's pony mail system to:

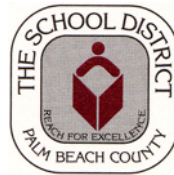
Compensation & Employee Info Svcs
Attention: Advanced Degrees
FHESC, A-115

If you would like to drop off your transcript, you may come to the Compensation office in Suite A-115.

Advanced Degree Pay is awarded according to the terms of the CTA Bargaining Agreement.

For General
HR Information,
contact our
HR Customer Care
Center: 561.434.8777
877.477.3722

AskHR@palmbeachschools.org



The School Board of Palm Beach County, Florida, prohibits discrimination in admission to or access to, or employment in its programs and activities, on the basis of race, color, national origin, sex or sexual orientation, marital status, age, religion, disability, genetic information, gender identity or expression, or any other characteristic prohibited by law. The School Board also provides equal access to the Boy Scouts and other designated youth groups.

Compensation & Employee Information Services

Attention: Advanced
Degrees 3300 Forest Hill
Blvd., A-115 West Palm
Beach, FL 33406

Phone: 561.434.8777
Fax: 561.357.1176
AskHR@palmbeachschools.org

Revised 7/20/23

Advanced Degree Pay

Instructional New-Hires

(Effective 7/1/2011)



Compensation & Employee Information Services

Division of Human Resources
School District of
Palm Beach County

What Is Advanced Degree Pay?

Under the terms of State Law, Fla. Stat. §1012.22(3) and the CTA Bargaining Agreement, employees hired on or after July 1, 2011, may only be paid an advanced degree supplement if the advanced degree is held in his/her area of certification.



How Much Does It Pay?

For all degrees above a Bachelor's, the annual amount is as follows*:

Master's	\$3,000
Double Master's	\$4,500
Specialist	\$4,500
Doctorate	\$6,000

*(for the highest qualifying level)

How Do I Qualify?

To qualify for Advanced Degree Pay, the degree major must be in one of the instructional employee's areas of certification*.

Some examples are:

- Elementary Education
- English (grades 6-12)
- Journalism (grades 6-12)
- Math (grades 6-12)
- Biology (grades 6-12)
- Chemistry (grades 6-12)
- Music (grades K-12)
- Reading (grades K-12)
- English for Speakers of Other Languages (ESOL: grades K-12)
- Spanish (grades K-12)
- French (grades K-12)
- ESE (grades K-12)
- Guidance and Counseling (grades PK-12)
- School Psychologist (grades PK-12)

In accordance with State Law, Fla. Stat. §1012.22(3), Non-specific degree majors such as **Curriculum and Instruction** or **Teaching and Learning** cannot be considered for Advanced Degree Pay unless they specify an area of concentration that matches the employee's area of certification.

***The District shall not recognize advanced degree pay for teachers for the following advanced degrees:**
Education Leadership
Administration and Supervision
Administration
School Principal

*What Do I Do to Receive Advanced Degree Pay?

- Fill out the Advanced Degree form PBSD 2277.
- Submit the form to the Compensation & Employee Information Services department (see back of brochure for address).
- Submit original transcript showing degree awarded/conferred date (in sealed envelope) to the Compensation & Employee Information Services department if the transcript is not already on file.

Note: Processing time varies based on the time of year the request is received. If the request is received at the beginning of the school year, the processing time may take up to three months as we receive several hundred requests at that time.



How Do I Receive Advanced Degree Pay?

Once the Compensation & Employee Information Services department has completed processing your Advanced Degree Pay request, an eligibility letter will be sent to you. If the request was approved, notification will be sent to the Payroll department to process the payout of your Advanced Degree Pay. Advanced Degree Pay will show up as a supplement on your paycheck.