



**General Education Secondary Overload**  
 2022-2023 School Year  
**First Semester (Deadline January 16, 2023)**

Teacher Name (Print): \_\_\_\_\_ Employee ID#: \_\_\_\_\_

School: \_\_\_\_\_ Principal's Signature: \_\_\_\_\_

Class Hour	Class Name (be specific, include grade)	No. in class 10/3/22	No. in class 11/7/22	No. in class 12/5/22	No. in class 12/19/22	Total	Divided by 4	Class max	Overload
1 <sup>st</sup> hour									
2 <sup>nd</sup> hour									
3 <sup>rd</sup> hour									
4 <sup>th</sup> hour									
5 <sup>th</sup> hour									
6 <sup>th</sup> hour									
7 <sup>th</sup> hour									
<b>Total</b>									

Account Number	
Finance Approval	
HR Approval	

Total Overload	
x 4.05	
x 19 weeks (Total to be paid)	