Glendale Community College

Campus-Sponsored Staff Development

CLASSIFIED PROFESSIONAL GROWTH UNITS VERFICATION

Each campus-sponsored Staff Development activity will receive one (1) professional growth credit unit (CPGU) for each three (3) hours of lecture, workshop, or class attendance. Evidence of attendance shall be verified from the class sign-in sheet.

PLEASE SUBMIT THIS FORM TO THE OFFICE OF HUMAN RESOURCES WHEN YOU HAVE AT LEAST 6 HOURS OF ATTENDANCE

Name: _____ Job Title: _____

Department: _____ E-mail:_____ Phone: _____

Class/Activity	Class/Activity Date	Presenter	Location	Total Hours

Employee Signature: _____ Date: _____

HR Review: _____ Date: _____