

FULL-TIME FACULTY

In-service Attendance Form

Fall Semester Welcome Back Day – August 17, 2018

Name: _____ Division: _____

I attended Welcome Back Day on August 17, 2018 for a total of _____ hours. (Please attach a leave report for any attendance less than the 6 required hours)

COMPLETED FLEX DAY:

Faculty Signature

Date

Division Dean Signature

Date

******Return the completed form to your Division office for Dean's signature******
