

PART-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.* (6 hours maximum)

*You will be credited up to 3 additional hours beyond the 3 paid hours available to everyone if you have been allocated additional flex hours for Fall 2018.

COMPLETED FLEX DAY:

Faculty Signature

Date

Division Dean Signature

Date

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