

Palomar College
Classified Employees Professional Growth Program

DECLARATION OF INTENT

Name Department Extension Date

Normal Work Schedule (Days and Hours) _____

Prior College Attendance (transcripts [one copy only] must be provided, see III.d.)

COLLEGE	YEARS ATTENDED	DEGREE/CERTIFICATE (Type and Major)

Three Year Program

I hereby declare my intent to enter a program for Professional Growth credit.

My Professional Growth program will begin with the / **FALL** / **SPRING** / **SUMMER** semester, **20**____ and will be completed by the end of the / **FALL** / **SPRING** / **SUMMER** semester, **20**____ (3 years).

Attached is the outlined plan that I would like to undertake. I understand that all courses are to be taken outside my workday or workweek (see exceptions). On _____ I attended the required Professional Growth Training Workshop.

Employee Signature

Job Title

**Please provide ORIGINAL AND 9 COPIES
to Human Resource Services.**

NOTE: This intent must be submitted **prior** to taking courses for Professional Growth credit.