PALOMAR COLLEGE
Classified Employees Professional Growth Program

REPORT OF WORKSHOP/SEMINAR
(Meeting/Event)

Return this form to Human Resource Services after attending a seminar, workshop, meeting, or convention. This report will be attached to your Notice of Completion form when you complete your program.

Name	Department	Extension	Date

MEETING _____

LOCATION _____

MEETING DATE(S) _____

MEETING TIME(S) _____

I, the employee, paid for all expenses incurred to attend this seminar/ workshop.

☐ **Yes** ☐ **No**

_____
Signature

Comments (include assessment of how participation contributed to your Professional Growth program):

_____

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Submit Original only