

GCC FACULTY DEVELOPMENT "VERIFICATION OF ATTENDANCE"

2025-2026

I would like the following type of credit for my attendance: (Check one):

FACULTY Unit Credit: 8 hours of attendance = ¼ semester unit
(eligible for all F.T. or Adjuncts w/ at least a Master's)

FACULTY Flex Credit:
(activities must be outside of paid/contract hours)

PLEASE PRINT CLEARLY

NAME: _____ **DIVISION:** _____ **EXT.** _____

COMPLETE ACTIVITY TITLE	ACTIVITY CODE	ACTIVITY DATE/s	TIMES TO/FROM	TOTAL HOURS	PLACE	PRESENTER/s
	1					

Approved by Tiffany Ingle

SUBMIT THIS FORM TO FACULTY DEVELOPMENT:

- **FLEX Credit:** upload to your transcript within the VRC as an "External Training."
- **Unit Credit:** when you collect forms verifying at least 8 hours of attendance.

* Please refer to the website for additional information on completing hours and submitting requests
* Questions? Please contact: Tiffany Ingle tiffanyi@glendale.edu