

## Personal Attendance Tracking Form: The Certificate in College Teaching

Name (Print): \_\_\_\_\_ Student ID#: \_\_\_\_\_  
 (as you want it to appear on your certificate)  
 Department: \_\_\_\_\_ Campus Box #: \_\_\_\_\_

**Checklist**

**Courses, Lab Sections, and Recitations taught** (Required: 2 full semesters as TA teaching own lab or recitation section or GPTI teaching own course)

Course/Section/Semester/Year: \_\_\_\_\_  
 Course/Section/Semester/Year: \_\_\_\_\_

**Video consultations of classes, labs, or recitations taught at CU Boulder** (2 required).

1st Video Consultation Date: \_\_\_\_\_ With: \_\_\_\_\_  
 2nd Video Consultation Date: \_\_\_\_\_ With: \_\_\_\_\_

**Discipline-Specific (Departmental) Teacher Training Activities** (minimum of 20 real hours required)

*A professor or lead must sign this form to document your attendance at each distinct event.*

*Please note: If you take a one-credit hour departmental pedagogy class, that class counts as 18 real hours of departmental hours toward GTP certification. If you take a two-credit hour class, it counts as 36 real hours or more than all 20 departmental hours. List your course only once. If your department does not provide enough real-time hours in teaching assistant training or does not provide a course in college teaching/pedagogy, you may substitute up to 20 extra workshops through the Graduate Teacher Program or come to the office and discuss options for completing these hours.*

	Workshop / Class	Hours	Date	Teacher: Name & Signature
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
6.	_____	_____	_____	_____
7.	_____	_____	_____	_____
8.	_____	_____	_____	_____
9.	_____	_____	_____	_____
10.	_____	_____	_____	_____
11.	_____	_____	_____	_____
12.	_____	_____	_____	_____
13.	_____	_____	_____	_____
14.	_____	_____	_____	_____
15.	_____	_____	_____	_____
16.	_____	_____	_____	_____
17.	_____	_____	_____	_____
18.	_____	_____	_____	_____
19.	_____	_____	_____	_____
20.	_____	_____	_____	_____

