

**Professional Development Certificate: Preparing Future Faculty
 Tracking Form**

Name _____ Student ID _____

Department _____ Program: MA ___ PhD ___ Other _____ Campus Box _____

Mailing Address _____ Telephone: _____

Document the requirements you have fulfilled. See the GTP website for further directions.

	PDC:PFF Sections	DOCUMENTATION & SIGNATURES
A.	Mentorship Plan	Completed on _____ with _____
B.	Curriculum Vitae	Completed on _____ with _____
C.	Site Visit	At _____ Completed on _____ with _____
D.	PFF Mentorship (120-150 hours)	At _____ Completed on _____ with _____
E.	Teaching / Research Colloquium	At _____ Completed on _____ with _____
F.	Faculty Mentorship Evaluation	At _____ Completed on _____ with _____
G.	Socratic Portfolio	Completed on _____ with _____
H.	10 Professional Development Workshops	Complete on other side of this form (Will be checked against GTP sign-in data)
I.	10 GTP Teaching Workshops	Complete on other side of this form (Will be checked against GTP sign-in data)
J.	On-line Exit Survey	Completed on _____ (will be verified by GTP)

GTP records are the standard against which your list will be verified, so please be sure to sign in at all GTP workshops to receive attendance credit

K. Professional Development Workshops (GTP or Home Department)

	<u>Title</u>	<u>Date</u>
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____
6.	_____	_____
7.	_____	_____
8.	_____	_____
9.	_____	_____
10.	_____	_____

L. GTP Teaching Workshops

	<u>Title</u>	<u>Date</u>
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____
6.	_____	_____
7.	_____	_____
8.	_____	_____
9.	_____	_____
10.	_____	_____

Please return the completed form to the Graduate Teacher Program and file a copy with your Graduate Program Assistant. This form is subject to final approval by the GTP director.

Signature: _____ Director, GTP Date: _____