Individual Record of Professional Growth Credit
For Meeting Southern Association Standards

Note: This record covers a five-year period, during which the individual employee is required to earn six semester hours of professional growth credits, or the equivalent as detailed on the attached. The individual is responsible for maintaining this record and keeping it on file in the office of the principal or the immediate supervisor who gives approval.

Employee ______________________________ School ______________________

First School Year of 5-year Period ______________ Ending School Year ____________

Date Activity Completed	Description of Activity (College Course or Type of Equivalent)	Contact Hours or Other Justification	Semester Hours/Credit	Approval