

Palomar College
Professional Growth Program for Classified Employees

NOTICE OF COMPLETION

Name Department Job Title Program Number

The selection of a stipend is irrevocable and will be applied after board approval.

- I wish to receive an annual stipend of \$750 in pro-rated monthly payments.
- I wish to receive a one-time lump sum stipend of \$3,000. Election of this stipend will require a two-year waiting period before beginning a new Professional Growth Program.

Workshops/Seminars/Conferences/Governance Committee/Professional Association

Title	Date(s)	PG Points	Verification by PG Secretary

Courses Completed

Course Title	Grade	Semester	Units Received (semester or quarter)	PG Points	Verification by PG Secretary

Employee Signature Date

To be completed by the Professional Growth Secretary:

Total Points Earned _____ Program # _____ Remaining Programs _____

Waiting period if lump sum stipend was elected _____

Date of Board Ratification _____

Professional Growth Secretary Signature Date

Due no later than SEPTEMBER 15, FEBRUARY 15, or JULY 15 of the semester following completion of your program.