ENRICHMENT TRACK RESPONSIBILITY LOG
FOR NON LICENSED STAFF

On the completion of 40 Continuing Education Units, submit this form along with an Enrichment Track Stipend Request and documentation of your completion of the CEUs. A copy of these forms will be returned to you and a copy of the stipend request/approval will be kept in your personnel file in Human Resources.

Name: _____ EE# _____

Position(s): _____

Date	**Description/Title of Workshop**	**Total # of hours attended**	**# of CEU's received**

I verify that the above information is accurate.

_____ _____

Employee Signature/Date Supervisor Signature/Date