

PROFESSIONAL DEVELOPMENT TRACKING FORM

Name:

Panther ID:

FIU Phone:

FIU E-Mail:

Campus Address:

Supervisor Name:

Supervisor Phone:

Supervisor E-Mail:

Please check the appropriate box and provide the following information:

<input type="checkbox"/> Internal Development (Non-TMD Learning Event)	<input type="checkbox"/> External Development
Sponsoring Division/Department:	Sponsoring Organization:
Presenter:	Presenter:
Learning Event Title/Topic:	Learning Event Title/Topic:
Date of Attendance:	Date of Attendance:
Location:	Location:
Number of Actual Development Hours: (Excluding breaks, mealtimes, social and exhibition times)	Number of Actual Development Hours: (Excluding breaks, mealtimes, social and exhibition times)

Please provide a brief description of what agenda items/topics were discussed and how you will apply what you gained from this program or workshop/conference experience on the job.

To submit the form, please print the form and fax it to 305-348-0132, or send via email to tmd@fiu.edu. If you have questions or need further instructions, you may contact us at 305-348-3206.