PROFESSIONAL DEVELOPMENT LOG

Please use this form to record your professional development hours necessary to renew your teaching certificate. (Generally, you need 180 hours since the issuance of your certificate. Some certificates require less, so be sure to check out your requirements on ADE's website.) Record the clock hours for all the workshops, conferences, and trainings you've attended and received a certificate of completion for, and total up your hours. Then take your log and certificates to your supervisor for verification. Both you and your supervisor sign your log, and then you bring it to the district office for the superintendent's signature on your ADE teaching renewal form. We'll keep a copy of your log in your file. Please duplicate this page as needed.

Employee Name				
DATE	DESCRIPTION OF WORKSHOP, CONFERE	NCE, OR TRAINING		CLOCK HOURS
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TOTAL				
I declare under the penalties of perjury that the information presented in this log has been examined by me and, to the best of my knowledge, represents a true and valid record of professional development hours completed during the last valid period of my certificate. I have examined this teacher's log and certificates at teacher has reached the total number of clock hours completed during the last valid period of my certificate.				
Teacher's Signat	ure Date		Supervisor's Signature	Date