



Grades/Attendance and Faculty Development Attestation Form

Date of submission: _____

Instructor Name: _____

Example: BIO101 D-01	Example: CVS105 D-02
Course # _____	Course # _____
Course # _____	Course # _____
Course # _____	Course # _____
Course # _____	Course # _____
Course # _____	Course # _____

I attest that the attached source documents for grades and attendance for the term beginning _____ are an accurate record of what is entered on Diamond D and processed by the academic office administrator.

Also, I have submitted the required documentation to the Academic office for my faculty development activities.

Dean or Associate Dean's Signature: _____ Date: _____

I have not handed in my grades/attendance and faculty development activity because:

Academic Office Use Only:

Processed grades/attendance by: _____

Administrator Signature: _____

Date: _____

Comments: _____
