

**Professional Development
Club Attendance Verification Form**

Instructions: Fill in the section above the black line electronically—Handwritten forms will NOT be accepted. Complete the bottom and back portions of the form after attending each of the required 3 club meetings. You must obtain a signature from a club officer at the end of every event in order for the meeting to count towards the admission requirement. When complete, **SCAN** this document and upload it to your electronic Professional Development Portfolio (Suggestion: Save the final copy of the form on [Titan Files](#) for safe keeping).

Name:

Student ID#:

Email:

Club Name:

Date of Meeting Attended:

Club Officer Name:

Signature:

Club Officer Use Only:

Did this student behave professionally during this meeting? Y / N

Did this student dress appropriately for this meeting? Y / N

Club Name:

Date of Meeting Attended:

Club Officer Name:

Signature:

Club Officer Use Only:

Did this student behave professionally during this meeting? Y / N

Did this student dress appropriately for this meeting? Y / N

Club Name:

Date of Meeting Attended:

Club Officer Name:

Signature:

Club Officer Use Only:

Did this student behave professionally during this meeting? Y / N

Did this student dress appropriately for this meeting? Y / N

Professional Connections Reflection

Meeting #1

Was there a guest speaker, if so, who?

What did you take away from this club meeting?

How can you apply what you learned to your academic or professional career?

Meeting #2

Was there a guest speaker, if so, who?

What did you take away from this club meeting?

How can you apply what you learned to your academic or professional career?

Meeting #3

Was there a guest speaker, if so, who?

What did you take away from this club meeting?

How can you apply what you learned to your academic or professional career?