

PROFESSIONAL DEVELOPMENT AUTHORIZATION FORM

CARRY FORWARD: YESNO IF YES - PREV. CI	LAIM ATTACHED: YES NO
EMPLOYEE NAME/POSITION:	
DEPARTMENT:	
SELECT APPROPRIATE CATEGORY:	
Books and journal subscriptions	
Computers, software and ancillary equipment	
Tuition, training and educational course fees	
Membership in professional associations or learned soci	eties
Conference Registration and related travel	
Recreational facility fees (Faculty only) \$100 limit	
Internet or Cellular expenses (Faculty only) as below:	
% Claimed/Used in Perfo	
Monthly \$ Amount/Department Allo	wance for Oog Business:
DETAILS OF ITEM(S) PURCHASED: HOW ITEM(S) RELATE TO YOUR POSITION AND/OR AID IN PRO	DFESSIONAL DEVELOPMENT:
I understand that PDR purchases remain the propert CLAIMANT SIGNATURE: AUTHORIZATION SIGNATURE:	