## APPENDIX O1 PGA RECORDING FORM: CREDIT COURSEWORK (Appendices A, B, B.1, C, C.1, E, G and Article 38.4.1)

Foothill-De Anza Community College District

Faculty Member's Name:		CWID#:			
Academic Year: 20 Use a separate form for each academic year.					
Please note: Upper division and graduate coursework <i>does r</i> Lower division course work <i>requires</i> Division Each course must be documented with an <i>offici</i>	Dean approval. I	Prior approva	l advise		es.
<ul> <li>June 1 for Step Advancement (see Appendix coursework in progress, documentation veri transcripts verifying completion can be filed Advancement, nine (9) quarter units of lend of the fourth year of every four-year</li> <li>September 15 for Column Change (see Appendix Progress)</li> </ul>	A, B, C.1) or for P fying enrollment n as late as July 1. Professional Groversycle. Annual f	AA (see Article of the second	le 38). F y June 1, d Step s require	or but ed by the	
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A copy of this form is available online at <a href="https://hr.fhda.edu/">https://hr.fhda.edu/</a> forms.html Revised 2023

Number of units recorded \_\_\_\_\_

Recorded by \_

Date