

Aspiring Athletic Administrator

Professional Learning Unit (PLU) Completion Verification Sheet

Place a checkmark in the space for each item completed. Once all items are completed, please PRINT and SIGN your name. Your Principal should also print and sign his/her name to confirm all items have been completed. Once all assignments are completed and the verification sheet is signed by the appropriate personnel, scan the entire file into an email. Then, email entire file, including verification sheet to plu@ahsaa.com

Required Assignments to Earn a PLU

Participants must complete all required assignments listed to earn one (1) PLU.

_____ Pre-Survey

_____ Athletic Budget

_____ Home Athletic Contest Checklist (Amended)

_____ Emergency Plan (Revised or Created)

_____ Parent Meeting Agenda and Roster of Those in Attendance

_____ Class Session (Fully Participate)

- Location of class (LTC 502) _____
- Date of Attendance _____

_____ Post-Survey

Verification of Completion: *As a participant, by signing the verification of completion sheet, you are indicating that you have completed all required assignments to the best of your professional ability.*

PRINT name of class participant _____

SIGNATURE of class participant _____ Date _____

Verification of Completion: *As the principal, by signing below, you are indicating that you have verified that the said participant has completed all required assignments.*

PRINT name of Principal _____

SIGNATURE of Principal _____ Date _____