

**BRAINTREE PUBLIC SCHOOLS**

**Professional Development Points  
Request Form**

Name: \_\_\_\_\_ School: \_\_\_\_\_

Grade/Department: \_\_\_\_\_ Date: \_\_\_\_\_

**Directions:** *In order to receive PDPs, Braintree-sponsored professional development activities must be linked under a single topic and total a minimum of 10 hours. To apply for PDPs, complete the following form.*

1. What is the **TOPIC** of the activities? (Note: a topic is defined as a single or tightly integrated area of study within an academic discipline or related to a particular method of teaching or administration ,e.g. river civilizations, organic chemistry, effective disciplinary techniques.)
2. List the workshops or other Braintree-sponsored activities that you will use to link your Certificates of Completion into 10 or more PDPs.

<b>Activity</b>	<b>Dates</b>	<b>Hours</b>

**Total Hours:** \_\_\_\_\_

3. Attach original copies of your Certificates of Completion and submit this form to the Assistant Superintendent's office. The form will be signed and returned to you along with a certificate for the appropriate number of PDPs.

\_\_\_\_\_  
*Assistant Superintendent's Signature*

\_\_\_\_\_  
*Date*

**SUBMIT TO THE OFFICE OF THE ASSISTANT SUPERINTENDENT**