College Educational Activity/Event/Workshop
Sign-In Sheet

If this event is not reported as an Employment Specific Training Event, it will automatically be reported as an Adult Community Education Event (computer skills, financial literacy, parenting skills, new student orientation, learning workshops, etc.)

Target Audience for this event: Elementary ☐ Secondary ☐ Adult ☐ ALL ☐

Department:_____

Name of Event:_____

Date (Range):_____

Funding Source:_____

Employment Specific Training Event: Yes ☐ No ☐

Student ID#	Full Name	Current Student	TOCC Employee	Community Member	Elementary (K-8)	Secondary (8-12)	High School Student	Student (*beyond High school*)
No ID? *Check NA* ☑		Participant Status / Select One ☑			Age Group / Select One ☑			
1 *NA* ☐								
2 *NA* ☐								
3 *NA* ☐								
4 *NA* ☐								
5 *NA* ☐								
6 *NA* ☐								
7 *NA* ☐								
8 *NA* ☐								
9 *NA* ☐								
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11 *NA* ☐								
12 *NA* ☐								
13 *NA* ☐								
14 *NA* ☐								
15 *NA* ☐								
16 *NA* ☐								
17 *NA* ☐								
18 *NA* ☐								
19 *NA* ☐								
20 *NA* ☐								
21 *NA* ☐								
22 *NA* ☐								

Count will annually be contributed to the AIHEC AIMS Report (Institutional Research)