

Instructions to Earn 1 Unit for Attending Sessions:

- 1. Fill Out the Form: Complete the form linked below to indicate the sessions you attended. You can choose the sessions that interest you most.
- 2. Meet the Hour Requirement: To qualify for 1 unit, you must complete a total of 12.5 hours of session attendance and related work. You may round up to the nearest half hour, meaning your 45-minute session can count as 1 hour.
- 3. Submit the Form: After completing your selected sessions, submit this form to the <u>Seesaw</u> <u>Connect Unit Course</u>. Once you do that, you will receive a certificate of completion.
- 4. Send Certificate to the University: Submit your certificate to the <u>University of San Diego</u> by December 31, 2025, and pay the \$79 fee to receive your official unit credit.

| Date | Session Title | # of Hours (Round up the nearest half hour) | Certificate Link (You will need to download the certificate you receive from Big Marker, the platform we use for Seesaw Connect, and upload it to a file-sharing service. Make sure to open settings so anyone can view. Paste the link of your certificate in this column.) | Reflection (2 sentences minimum) |
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