

Public Scholarship Certificate

Workshop Attendance Tracker

Individuals seeking completion of the Public Scholarship Certificate (PSC) are required to complete **six core and/or PSC eligible workshops**. Use this form to track your attendance. You should fill out and submit this form to ehn@syr.edu at least once per semester.

For any workshops you attend in pers, please bring a physical copy of this form and obtain a signature from the facilitator/host. If you attend a virtual workshop, you can use one of the following options to demonstrate attendance:

- Send this form to the facilitator/host for an e-signature in the table below.
- Take a screenshot of the final slide of a virtual presentation (such as a 'Questions' or 'Thank You' slide) that demonstrates your attendance and send it as an attachment with this form. Be cautious not to include images of other participants in this screenshot.
- Save a follow up email from the facilitator/host sent to workshop attendees and send it with this form.
- If none of these options are viable, reach out to ehn@syr.edu to provide a rationale and seek an additional workaround.

Workshop Title	Workshop Date	Brief Workshop Description	Facilitator/Host Signature

Please sign on the line below to confirm that you have attended each of the workshops documented in this file:

Signature: _____

Date: _____