

Name: _____ M#: _____

Refer to your Audit and Component sheet to fill out the information below:

Semester:	Year:
Course:	Hours:
Total Hours:	

Semester:	Year:
Course:	Hours:
Total Hours:	

Semester:	Year:
Course:	Hours:
Total Hours:	

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Course:	Hours:
Total Hours:	

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Course:	Hours:
Total Hours:	

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Course:	Hours:
Total Hours:	

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Course:	Hours:
Total Hours:	

Semester:	Year:
Course:	Hours:
Total Hours:	

Hours listed on your Audit and Component sheet must be entered in KFETS in appropriate semester/year and in appropriate component category in KFETS. Make sure you have logged hours in KFETS for the correct semester/year: 20182019 Fall = Fall 2018. 20182019 Spring = Spring 2019

Example: If you marked 'Interaction with Families' on your Audit and Component sheet for a course you took **Fall 2018**, you need hours logged in KFETS under 'Interaction with Families of Students' for **20182019 Fall**.

The **Total Hours** you calculated above for each semester is the *minimum* number of hours you should have logged in KFETS.