



University of Technology, Jamaica

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Acting President: Professor Colin Gyles

Alumni Relations Office Professional Development Donation Form

ALL DONATIONS WILL BE FORMALLY ACKNOWLEDGED BY THE UNIVERSITY

√	Qty	Professional Development Service	Donation	Total
		Resume Review	\$3000	
		LinkedIn Profile Review	\$3000	
		LinkedIn Networking Strategy Consultation	\$3000	
		Job Hunting Strategy Consultation	\$3000	
		Professional Development Consultation	\$3000	
		SUBTOTAL		
		Less 10% off any three (3) services @\$9000	\$900	
		Less 15% off any four (4) services @ \$12,000	\$1800	
		Less 20% off any five (5) services @ \$15,000	\$3000	
		TOTAL DONATION		

I _____
PRINT NAME COURSE OF STUDY & GRADUATION YEAR

of _____
ADDRESS

and _____
PRINT EMAIL TEL

Support the **Alumni Relations Office Professional Development Donation Campaign**, through the purchase of the abovementioned professional

development service(s), in the amount of _____ / \$ _____
AMOUNT IN WORDS

SIGNATURE DATE

FOR OFFICIAL USE ONLY

ALUMNI RELATIONS OFFICE	
Date: _____	
Received by: _____	
Name: _____	

CASHIER	
Receipt No. _____	Stamp & Signature
Date: _____	
Payment by	
<input type="checkbox"/> Cash <input type="checkbox"/> Debit Card No. _____ <input type="checkbox"/> Credit Card No. _____	

Alumni Relations Office
Professional Development Donation

HOW TO MAKE YOUR DONATION

ON CAMPUS AT CASHIERS

Show the cashier your completed **Alumni Relations Office Professional Development Donation Form** and provide the following details to make the donation:

To: Alumni Relations Office
For: Professional Development Donation
Acct: 5000-0004-150

Ask the Cashier to stamp & return the form to you. Remember to collect your receipt.

After payment, notify the University of your donation by choosing either of the following options:

Option 1: Visit the Alumni Relations Office, 3rd Floor Admin Building, Papine Campus Cell: 809-4274 or w: 970-5468

- To submit the completed Alumni Relations Office Professional Development Donation Form (see above)
- To show your payment receipt as proof of donation (We will make a copy for our files and return the original to you)

Option 2: Email to the Alumni Relations Office Attn: Cheryl Messam, Alumni Relations Manager / cmessam@utech.edu.jm scanned copies of:

- The completed Alumni Relations Office Professional Development Donation Form (see above)
- The payment receipt as proof of donation

You will receive an acknowledgement of your submission via email. In addition, we will connect with you to make an appointment for your professional development service.

OFF CAMPUS

Visit any National Commercial Bank and complete a deposit slip using the following information:

Branch: Matilda's Corner
Account Name: UTech, Jamaica
Account Number: 371277358

Paid in By: [Print Your Name + add For ***Alumni Professional Development Donation*** e.g. *John Smith for Alumni Professional Dev Donation*]

After payment notify the University of your donation by:

- Emailing to the Alumni Relations Office Attn: Cheryll Messam, Alumni Relations Manager / cmessam@utech.edu.jm scanned copies of:
 - The completed Alumni Relations Office Professional Development Donation Form (see above)
 - The payment receipt as proof of donation

You will receive an acknowledgement of your submission via email. In addition, we will connect with you to make an appointment for your professional development service.

Thank You for Donation and Continued Support of UTech, Jamaica

All Donations Will Be Formally Acknowledged By the University of Technology, Jamaica