

Attendance Verification Worksheet

For Veterans Affairs Education Benefits Recipients

A new worksheet must be completed every <u>TWO weeks</u>.

Student's Signature:

_____ Student ID #: _____

INSTRUCTIONS: List the Course Prefix or Name in the appropriate box. Indicate the hour(s) the class is in session and you were in attendance. Indicate any absences with "A" and any classes cancelled by instructor with "C". If you withdraw from a class indicate a "W" on the date you withdrew. Have your instructor verify the attendance at the end of the two week time period with his/her signature. Failure to complete the attendance worksheet will result in losing your VA certification.

Period Beginning Date_____ Ending Date_____

Course No.	Monday	Tuesday	Wednesday	Thursday	Friday	Instructor Signature

WEEK 1

WEEK 2

Course No.	Monday	Tuesday	Wednesday	Thursday	Friday	Instructor Signature				