STUDENT NAME: ___________________________ STUDENT ID: ___________________________

Title of Course/ Course # _____________________________/____________________________________

Note to the Instructor: Verification of this student's attendance in your class is required to be in accordance with Federal Regulations. Verification may be by means of a class roll, an assignment, a test, or your memory of the student's attendance. Please indicate the latest date they engaged in any academic-related activity in the course by completing the area below:

Please respond with the latest of:
1. Date the student attended your course: ___________________________
2. Date the student turned in coursework for the course: ___________________________
3. Date the student participated in an activity related to the course: ___________________________

Did not Attend □

Instructor’s Name: ___________________________ Title: ___________________________ Phone #: __________
Instructor’s Signature: ___________________________ Date: __________

Title of Course/ Course # _____________________________/____________________________________

Note to the Instructor: Verification of this student's attendance in your class is required to be in accordance with Federal Regulations. Verification may be by means of a class roll, an assignment, a test, or your memory of the student's attendance. Please indicate the latest date they engaged in any academic-related activity in the course by completing the area below:

Please respond with the latest of:
1. Date the student attended your course: ___________________________
2. Date the student turned in coursework for the course: ___________________________
3. Date the student participated in an activity related to the course: ___________________________

Did not Attend □

Instructor’s Name: ___________________________ Title: ___________________________ Phone #: __________
Instructor’s Signature: ___________________________ Date: __________

If you have more than two classes that require documentation, please print and complete multiple forms.

Deadline for Submission is January 12th, 2024

The University of Utah is an Equal Opportunity and Affirmative Action institution. For detailed information or to request a reasonable accommodation, visit utah.edu/nondiscrimination/

NOTICE OF CONFIDENTIALITY: This material is intended for the use of the individual or entity to which it is addressed, and may contain information that is privileged, confidential and exempt from disclosure under applicable laws. If the reader of this material is not the intended recipient, you are hereby notified that any dissemination, distribution or copying of this communication is strictly prohibited. Please notify the sender of the error and destroy the e-mail you received.

201 South 1460 East, Room 105, Salt Lake City, Utah, 84112-9055
Phone (801) 581-6211 Fax (801) 585-6350
Email financialaid@sa.utah.edu Website financialaid.utah.edu

Revision: December 14 2023