

# Spring 2024 DLDA Statement of Class Attendance Form



STUDENT NAME: \_\_\_\_\_ STUDENT ID: \_\_\_\_\_

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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 # \_\_\_\_\_ / \_\_\_\_\_

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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 May 31<sup>st</sup>, 2024

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