



# VA ATTENDANCE VERIFICATION FORM



In order to receive your VA Benefits, you are required to verify that you are currently attending classes. You must have this form completed by your instructor(s) and bring back to VA Office in Bldg. 17 or in the Administration Office at the South Hill Campus.

**FAILURE TO NOTIFY THE VA OFFICE OF CHANGES IN YOUR  
ENROLLMENT WILL RESULT IN OVERPAYMENT OF VA BENEFITS.  
IF THIS OCCURS, YOU WILL OWE MONEY BACK TO VA.**

STUDENT	INSTRUCTOR
Student fill out the below column with Course Title and Credits. Once completed take to instructor for signature.	Please verify attendance.
<b>ONLINE CLASS ATTENDANCE</b> To verify attendance, attach a copy of first assignment and attach to verification form.	

COURSE TITLE	CREDITS	INSTRUCTOR SIGNATURE	DATE

**Student Name:** \_\_\_\_\_

**SID#:** \_\_\_\_\_

Clover Park Technical College does not discriminate on the basis of race, color, national origin, age, perceived or actual physical or mental disability, pregnancy, genetic information, sex, sexual orientation, gender identity, marital status, creed, religion, honorably discharged veteran or military status, or use of a trained guide dog or service animal. For inquiries, please contact Title IX coordinator James Neblett, Associate Vice President for Human Resources & Culture, 253-589-5533, james.neblett@cptc.edu; or Section 504/disability coordinator Melissa Medina, Manager of Student Disability Services, 253-589-5755, melissa.medina@cptc.edu. All offices are located in Building 17, 4500 Steilacoom Blvd SW, Lakewood, WA 98499.