

ATTENDANCE VERIFICATION FORM

(for verification of ONE sanction)

Name: _____ **UID:** _____ **Case #:** _____
(Found in your Decision Letter)

You must submit this form to the person you are meeting with or who is supervising your participation. **If you are working with multiple administrators, please be prepared to print multiple copies of this form for verification purposes.** Once this form has been completed, you are required to return this form to your Resident Director's office by the date stated in your decision letter.

Please be advised that if you fail to successfully complete your assigned sanctions by the designated due date, a hold will be placed on your student records and registration. This hold will prevent you from registering for classes, obtaining transcripts and accessing various campus services (e.g. Wooden Center and UCLA Library services).

Program/Activity Attended: (to be completed by student - check [√] program attended):

<input type="checkbox"/>	Workshop: _____ Workshop Title
<input type="checkbox"/>	Community Service: _____ Location
<input type="checkbox"/>	Meeting with Administrator: _____ Administrator Name

Print and Provide to Administrator for Completion:

Verification: (To be completed by Administrator)	
Date(s) of Attendance: _____	
Administrator: _____ Please Print	Hours Completed: _____
Title/Position: _____	Email: _____
Comments: _____	
Signature: X	Date: _____