



## Hy-Flex Attendance Certification Form

Per 38 U.S.C. 3313(c)(1)(B)(iii) and 38 U.S.C. 3313(g)(3)(A)(ii)(I)(bb), the United States Department of Veterans Affairs (VA) considers a hy-flex course to be considered in-residence training if it meets the following criteria:

1. an undergraduate course allows students to voluntarily attend a course hour in-residence, though the student has the option to take the course hour online, and
2. there is supporting evidence that the student attended at least 1 of the in-classroom sessions

Without supporting evidence of in-classroom attendance, the course can not be certified as in-residence and must be considered distance for VA education benefit purposes. Non-submission of this form will result in VA enrollment certification being updated to reflect the hy-flex course as distance, which may impact VA education benefits for the semester.

By completing the information below, the student and instructor both certify that the student has attended at least one in-classroom session for the course listed on this form.

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

**CSM Student ID#:** \_\_\_\_\_

**Semester:** \_\_\_\_\_

**Course Section:** \_\_\_\_\_ (example: ENG-1010)

**Course Instructor:** \_\_\_\_\_

**Date(s): student attended in-classroom session: (at least one date must be listed)**

\_\_\_\_\_

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Instructor Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Please return the completed Hy-Flex Attendance Form to the CSM Veterans Benefits Department:

Via email: [veteransbenefits@csmd.edu](mailto:veteransbenefits@csmd.edu)

In person: La Plata Campus, AD 110

Via mail: CSM Veterans Benefits Department, PO Box 910, La Plata MD 20646