




DATE: _____

CERTIFICATE OF ATTENDANCE

THIS IS TO CERTIFY THAT _____
(STUDENT'S NAME AND SOCIAL SECURITY NUMBER)

HAS MET THE ATTENDANCE REQUIREMENTS WHILE ENROLLED IN _____
(NAME OF SCHOOL)

FOR THE LAST FOUR (4) WEEKS.

X  _____
(SIGNATURE)

(PRINT NAME)

TITLE: _____

SCHOOL-TEL. # _____

REMINDER TO CLAIMANT:

Have this form completed by your school every 4 weeks. The completed form should be returned with your Eligibility Review form. When it is time for the review, you will be advised through your weekly call to claim benefits, or through your weekly Internet request to claim benefits. When instructed, complete the Eligibility Review Form, attach the completed attendance forms, and fax them to (225) 346-6068. The Eligibility Review form is available on-line at www.laworks.net under Unemployment Insurance / UI Forms and Publications/ Eligibility Review. Additional information on Eligibility Review requirements may be found in your Benefits Rights Booklet that was mailed to you at the time you filed your initial claim. The form BRI Booket is also available on-line under Unemployment Insurance/UI Forms and Publications/ Benefits Rights Information. Questions? Call 866-783-5567.

Louisiana Workforce Commission


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