



**Hapeville Charter
Schools**
A Fulton County Charter School

Verification of Attendance Form

This is to certify that the following teacher:

Attended the following workshop/conference on:

_____, 20____.

PROGRAM TITLE:

LOCATION:

Official Verification _____

Presenter or representative Printed Name

Official Verification _____

Presenter Signature

Date

This form should be given to your building Office Manager upon your return to work. Failure to return the form could result in personal days taken in place of duty days.