

# FLEX ACTIVITY VERIFICATION FORM

This form is required to report any Flex activity for which attendance was not recorded by LBCC (e.g., off-campus activities, including external webinars and conferences). The activity must be pre-approved for Flex (listed as a Flex option on the FAQs, FPD webpage, or FPD Canvas course). If the activity is not pre-approved, you must first submit a Flex Proposal.

6XEP LWMLV IRUP DV DQ DMDFKP HQVWR \RXU  
FRP SQMG) @ 5HSRLVY RUP

<b>NAME</b>	_____
<b>DEPT</b>	_____
<b>EMAIL</b>	_____
<input type="checkbox"/> <b>FULL-TIME</b>	<input type="checkbox"/> <b>PART-TIME</b>

## ACTIVITY TYPE

**PRE-APPROVED CONFERENCE**

**PRE-APPROVED WEBINAR**

**OTHER FLEX ACTIVITY**

**PROVIDE DESCRIPTION**

## ACTIVITY DETAILS

**TITLE**

**DATE**

**TIME**

**FLEX CREDIT (6 HOURS MAX)**

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