Clock Hour Request Form

This form must be used to request Clock Hour Certification for GI Bill Benefits for a practical training course.

Send your completed form to LSC-GIBillDocuments@lonestar.edu or fax it to 281-290-2911.

I request that the following credit course be certified as clock hours and that the information listed below is true and correct by my signature.

Semester and Year: ______________________       Degree Plan Title: ____________________________

Course Name: ________________________________       Course Number: _________________________

Number of Required Clock Hour Attendance Per Week: _______

Total Number of Hours Per Semester: _______

Site Location of Clock Hour Training

Name: _________________________________________________________________________________

Address: _______________________________________________________________________________

City: ____________________________       TX       Zip: ___________

Student Name: ________________________________       Student ID: ________________________

Student Signature: ________________________________       Date Signed: _________________

Authorization of Department Head/Director/Instructor

The above information is correct and authorized by:

Department Head/Director/Instructor Name: _________________________________________________________________________________

Department Head/Director/Instructor Signature: _______________________________________________________________________________

Campus Name: ____________________________       Department Name: ____________________________

Date Signed: __________________

LSC_VA 8/1/2018 Revised