Class Attendance record

Student name:

Course: Academic English

Month: June 2023

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| Date | Day | In | Out | Morning class  Student sign | Afternoon class  Student Sign | Teacher Signature |
| 19th June | Monday | 10 am | 3 pm |  |  |  |
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**Class Attendance**

Students are expected to attend 100% of all their classes and arrive in class on time.

To be eligible for a course certificate, holiday letter, reference letter, or students must have a cumulative minimum of 80% attendance across the entire course.