

Attendance Correction Slip

Please correct attendance record for:

(STUDENTS NAME)

Turn into Attendance Office within 7 days to correct.

Date(s) that need correction _____

Period(s): _____

Teacher's name _____

(please print)

----- **BELOW IS FOR TEACHER USE** -----

Oops! I meant to mark student:

Present: _____

Tardy: _____ (less than 5 minutes late)

Absent: _____

(Teacher's signature and date)

Teacher Name Printed
