

Weekly Class Attendance Form

Use this **weekly class attendance form sample template** to efficiently track student participation and maintain accurate records. Its clear layout simplifies data entry and helps monitor attendance trends over time. Ideal for educators seeking organized and reliable attendance management.

Course Name:

Instructor:

Week of:

| No. | Student Name | Days of the Week | | | | | Comments |
|-----|----------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|----------------------|
| | | Mon | Tue | Wed | Thu | Fri | |
| 1 | <input type="text"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="text"/> |
| 2 | <input type="text"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="text"/> |
| 3 | <input type="text"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="text"/> |