

Attendance Summary Report

Classroom:	[Class Name Here]	Instructor:	[Instructor Name]
Date Range:	[Start Date] – [End Date]	Academic Year:	[Year]

Summary

- Total Students: _____
- Average Attendance Rate: _____ %
- Highest Attendance: _____ %
- Lowest Attendance: _____ %

Student Attendance Details

#	Student Name	Attendance (%)	Present	Absent	Remarks
1	[Student Name]	[95]	[19]	[1]	[Remarks]
2	[Student Name]	[88]	[17]	[3]	[Remarks]