Vocational Training Class Attendance Tracker

Course Name [e.g. Welding Basics]

Date [   ]

Instructor [e.g. John Smith]

#	Student Name	ID / Reg. No.	Present	Absent	Remarks
1	Enter name	ID / Reg No.	☐	☐	Optional
2	Enter name	ID / Reg No.	☐	☐	Optional
3	Enter name	ID / Reg No.	☐	☐	Optional
4	Enter name	ID / Reg No.	☐	☐	Optional
5	Enter name	ID / Reg No.	☐	☐	Optional