

# School Attendance Verification Form

[School Name]

[School Address]

[Contact Number]

Date of Request: \_\_\_\_\_

## Student Information

- Full Name: \_\_\_\_\_
- Student ID Number: \_\_\_\_\_
- Grade/Class: \_\_\_\_\_

Attendance Period	Number of Days Present	Number of Days Absent	Remarks
Month 1:			
Month 2:			
Month 3:			
Month 4:			

## Verification Purpose:

☐ Scholarship Application

☐ Attendance Requirement Certification

☐ Immigration/Travel

☐ Other: \_\_\_\_\_

Authorized By: \_\_\_\_\_

- **Name:** \_\_\_\_\_
- **Designation:** \_\_\_\_\_
- **Signature:** \_\_\_\_\_
- **Date:** \_\_\_\_\_