## SeniorNet Motueka

## **Course Enrolment Attendance Forms**

Term	20
1 erm	20

			Total class hours:		No	o. wee	ks:		
d Date:		Start Time	an	n/pm	Co	ourse ]	Fee:		
		Phone:		Indi	cate i	f cour	se is	new	
		Phone:		W1		W	2	W	3 W4
		Phone:		W1		W	2	W	3 W4
						Atte	ndan	ice:	
M/ship Number:	Fee Paid:	Phone Number:	E-mail address:		wk 1	wk 2	wk 3	wk 4	I confirm enrolment in this course
	M/ship Number:	M/ship Fee	Phone: Phone: Phone:  M/ship Fee Phone	Phone: Phone: Phone:  M/ship Fee Phone E-mail address:	Ad Date: Start Time am/pm  Phone: Indie  Phone: W1  Phone: W1  M/ship Fee Phone E-mail address:	Ind Date:         Start Time			

- Include names, membership numbers, contact phone numbers and email addresses. Detail course fee payments.
- Indicate student attendance for each class by a tick in the relevant weekly column. Where a student is absent ensure that an 'a 'is included instead.
- Return this form to the relevant folder in the tray provided on the tutor desk.
- FINALLY on the last class day the tutor to confirm as below:

  I confirm that the above enrolment and attendance records are accurate and correct.

Tutor:	Signature:	<b>Date</b>
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