

East Side Union High School District

Attendance Change Form

Date: _____

Teacher Name: _____ Course: _____

Please correct the attendance records for the students listed below.

| | Student Name | ID # | Date | Period | Attendance From | Attendance Correct To |
|---|--------------|------|------|--------|-----------------|-----------------------|
| 1 | | | | | | |
| 2 | | | | | | |
| 3 | | | | | | |
| 4 | | | | | | |
| 5 | | | | | | |
| 6 | | | | | | |

To the best of my knowledge, the information contained on this document is verified as accurate and complete.

Teacher Signature

Date:

Please note Attendance Changes will be accepted only for the previous week.

Attendance Codes: Present, Tardy & Unverified Absence

- ❖ ***P - Present***
- ❖ ***T - Tardy***
- ❖ ***U - Unverified Absence***