

Our Smart Place Monthly Attendance Roster

(Used for each student)

Student: _____ Month: _____

Date	Start Time	End Time	Person Released To
1 _____	_____	_____	_____
2 _____	_____	_____	_____
3 _____	_____	_____	_____
4 _____	_____	_____	_____
5 _____	_____	_____	_____
6 _____	_____	_____	_____
7 _____	_____	_____	_____
8 _____	_____	_____	_____
9 _____	_____	_____	_____
10 _____	_____	_____	_____
11 _____	_____	_____	_____
12 _____	_____	_____	_____

Name of Tutor: _____ Date: _____

Time Sheet

(overall instructional time for all students)

Instructor: _____

Month Worked: _____

Date	Hours Worked
1 _____	_____
2 _____	_____
3 _____	_____
4 _____	_____
5 _____	_____
6 _____	_____
7 _____	_____
8 _____	_____
9 _____	_____
10 _____	_____
11 _____	_____
12 _____	_____
13 _____	_____
14 _____	_____
15 _____	_____
16 _____	_____
17 _____	_____
18 _____	_____
19 _____	_____
20 _____	_____
21 _____	_____
22 _____	_____
23 _____	_____
24 _____	_____

Total hours worked for month: