

Student Name: \_\_\_\_\_ Student ID Number: \_\_\_\_\_



## EdCAP Attendance Log - 2022-2023

In accordance with Washington Administrative Code (WAC) 392-700-015 (3), students in EdCAP are required to attend a minimum of 2 hours each month. Please document your participation in your classes and EdCAP related events or appointments using the log below.

Attendance logs are due on the last business day of the monthsecond Friday of each month – see due dates outline below.

### DUE DATES AND INFORMATION

<b>FALL 2022</b> September 30 <sup>th</sup> October 14 <sup>th</sup> November 10 <sup>th</sup> December 9 <sup>th</sup>	<b>WINTER 2023</b> January 13 <sup>th</sup> February 10 <sup>th</sup> March 10 <sup>th</sup>	<b>SPRING 2023</b> April 14 <sup>th</sup> May 12 <sup>th</sup> June 9 <sup>th</sup>	<b>SUMMER 2023</b> July 14 <sup>th</sup> August 11 <sup>th</sup>	<b>Logs are available:</b> Mukilteo Hall Room 403 Learning Support Center EdCAP Website	<b>Turn Logs In:</b> Mukilteo Hall Room 403 Mukilteo Hall 1 <sup>st</sup> Floor – Box on wall by stairwell
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This attendance log is for the month of: \_\_\_\_\_

Date	Class or Interaction	Time In	Time Out	Total Minutes	Faculty/Staff name	Faculty/Staff Signature
SAMPLE: 10/03/19	(Class Attended) AHE 116	1 pm	1:50 pm	50	INSTRUCTOR'S NAME	<i>Instructor's Signature</i>
<b>TOTAL</b>					<i>Must be at least 120 minutes</i>	

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_