## [http://t1.gstatic.com/images?q=tbn:ANd9GcTUk-h9ufVO2StPOuAHXnQ8Ozca3P9sZS2qCcn6rbkXnONmV9qhW0NjD4k](http://www.google.com.sa/imgres?imgurl=http://aofr.ksu.edu.sa/Arabic/KSU/images/ksuLogo.gif&imgrefurl=http://aofr.ksu.edu.sa/Arabic/KSU/index.html&usg=__HncHHNaq1Wog8V6lhD9e4MTbEW8=&h=221&w=200&sz=25&hl=ar&start=77&zoom=1&tbnid=cw3N8NfRk_T72M:&tbnh=107&tbnw=97&ei=2vqgT8fjI8OH4gSyienvCA&prev=/search?q=ksu&start=63&um=1&hl=ar&safe=active&sa=N&rlz=1T4RNWN_enSA378SA381&tbm=isch&um=1&itbs=1)KING SAUD UNIVERSITY

## COOP EDUCATION PROGRAM

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**Attendance Sheet**

|  |  |
| --- | --- |
| **Trainee Information** | |
| **Name** |  |
| **ID** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Week** | **Absents** | **No. of Min/Hours Late** | **Remarks** |
| WEEK 1 |  |  |  |
| WEEK 2 |  |  |  |
| WEEK 3 |  |  |  |
| WEEK 4 |  |  |  |
| WEEK 5 |  |  |  |
| WEEK 6 |  |  |  |
| Week 7 |  |  |  |
| Week8 |  |  |  |

|  |  |
| --- | --- |
| **Training Supervisor Name** |  |
| **Department** |  |
| **Training Supervisor Signature** |  |
| **Date** |  |

Comments:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |
| --- | --- | --- | --- |
| **Week 1** | **Arrival time** | **Departure time** | **Remarks** |
| Sunday |  |  |  |
| Monday |  |  |  |
| Tuesday |  |  |  |
| Wednesday |  |  |  |
| Thursday |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Week 2** | **Arrival time** | **Departure time** | **Remarks** |
| Sunday |  |  |  |
| Monday |  |  |  |
| Tuesday |  |  |  |
| Wednesday |  |  |  |
| Thursday |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Week 3** | **Arrival time** | **Departure time** | **Remarks** |
| Sunday |  |  |  |
| Monday |  |  |  |
| Tuesday |  |  |  |
| Wednesday |  |  |  |
| Thursday |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Week 4** | **Arrival time** | **Departure time** | **Remarks** |
| Sunday |  |  |  |
| Monday |  |  |  |
| Tuesday |  |  |  |
| Wednesday |  |  |  |
| Thursday |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Week 5** | **Arrival time** | **Departure time** | **Remarks** |
| Sunday |  |  |  |
| Monday |  |  |  |
| Tuesday |  |  |  |
| Wednesday |  |  |  |
| Thursday |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Week 6** | **Arrival time** | **Departure time** | **Remarks** |
| Sunday |  |  |  |
| Monday |  |  |  |
| Tuesday |  |  |  |
| Wednesday |  |  |  |
| Thursday |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Week 7** | **Arrival time** | **Departure time** | **Remarks** |
| Sunday |  |  |  |
| Monday |  |  |  |
| Tuesday |  |  |  |
| Wednesday |  |  |  |
| Thursday |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Week 4** | **Arrival time** | **Departure time** | **Remarks** |

|  |  |  |  |
| --- | --- | --- | --- |
| **Week 8** | **Arrival time** | **Departure time** | **Remarks** |
| Sunday |  |  |  |
| Monday |  |  |  |
| Tuesday |  |  |  |
| Wednesday |  |  |  |
| Thursday |  |  |  |