**西昌学院教育培训学员考勤登记表**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **序号** | **姓名** | | **月 日** | | | **月 日** | | | **月 日** | | | **月 日** | | | **月 日** | | | **月 日** | | | **月 日** | | | **周小计** |
| **上午** | **下午** | | **上午** | **下午** | | **上午** | **下午** | | **上午** | **下午** | | **上午** | **下午** | | **上午** | **下午** | | **上午** | **下午** | |  |
| 1 |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |
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| 7 |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |
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| 9 |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |
| 10 |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |
| 11 |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |
| 12 |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |
| 13 |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |
| 14 |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | | **班级负责人**  **周签字：** |
| 15 |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |
| 16 |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |
| 17 |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |
| 18 |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |
| 19 |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |
| 20 | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |
| 21 | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |

说明：1、病假-- 事假+ 公假△ 旷课 迟到X 早退O，迟到、早退10分钟以上按照旷课记；

2、班主任要做好班级考勤，每天记录后送班级负责人签字，每周应做好考勤统计，送培训单位负责人签字。