

FORM 8-Class Attendance Form

Division of Christian Education Accreditation and Credentials
 Sunday School Publishing Board of the National Baptist Convention, USA, Inc.
 P. O. Box 70990 Nashville, TN 37209-0990

Date: ____/____/20____

Name of School _____ School # _____

Dean's name _____ Dean # _____

Course title _____ Course # _____

Textbook and author _____

Additional reference books used _____

Instructor's Name _____ Instructor's # _____

Instructor's Address _____

Street	City/State	Zip Code
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INSTRUCTIONS

1. List the names of all students attending this class in alphabetical order according to their last name. Include title. Place the student's name on the upper line and their address on the bottom line. Check carefully for errors.
2. Place a check in each block to indicate the completion of each fifty-minute session. Eighty percent (80 %) of class time is required to complete a course. Place a "C" for Completion in the block for those students who satisfactorily completed the course requirements. Place an "I" for Incomplete in the block for those students who have not completed the course requirements.
3. Submit Form 8-Class Attendance Form to the Dean at the close of the school. In addition, the Dean must submit a copy of this report and Form 7-Final Report of CLS to DCEAC within 30 days after the close of the school.

NO.	STUDENT'S NAME STUDENT'S ADDRESS	CHURCH HOME	FIFTY MINUTE SESSIONS	C OR I
1				
2				
3				
4				
5				
6				

NO.	STUDENT'S NAME STUDENT'S ADDRESS	CHURCH HOME	FIFTY MINUTE SESSIONS	C O R I
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				

For classes with more than twenty-three students, make copies of this page, re-number and record the total number of students.