

Attendance Report

Name of applicant (Please print) _____
Family Name
Given Name

1. Is the applicant (a) a graduate of your school ?
 (b) still attending your school ? (Check One)

2. Period of attendance at your school: _____ years and _____ months.
 From _____ to _____
month
year
month
year

3. Record of Attendance

Grade/ Year	No. of days of classes	No. of days absent	Reason (s)	No. of times tardy	Reason (s)
6					
7					
8					
9					
10					

- * Should the above format be unfeasible, please attach a copy of your school's official attendance record. In such a case, please be sure to include the following items:
 1) the number of times the applicant has been absent and /or tardy for each subject,
 2) the total number of classes for each subject,
 3) the reason (s) for being absent and / or tardy.

Signature _____ Date _____

Name (Please print) _____

Name and address of your school (Please print)

Please forward to:
 The Principal
 Keio Senior High School
 4-1-2 Hiyoshi, Kohoku-ku
 Yokohama, Kanagawa 223-8524
 JAPAN