## Supplemental Instruction Attendance Sign-In Sheet

SI Leaders: Please makes sure the following is completed before submitting your attendance sheets each week

- 1) Make sure all information below (name, course, instructor, time in/out, date) is accurate and legible.
- 2) Each student should sign their name and email address. SI leader is responsible for including the session time in/out, and date for each session.
- 3) Sign the back of each attendance sheet and submit <u>weekly by 5pm every Friday</u> (locations: BIO224, outside the PHY dept. office, CHM117, CHM333, SSLC front desk, NSLC- SI Office)

Leader:		Instructor:
Course:		
SI Session time:	SI Session time:	
Date:	Date:	

Student Name	NAU Email Address:	Student Name	NAU Email Address:
	@nau.edu		@nau.edu

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SI Session time:	SI Session time:			
Date:	Date:			

Student Name	NAU Email Address:	Student Name	NAU Email Address:
	@nau.edu		@nau.edu

SI leader: I certify that I attended all lectures specified in my contract and held four hours of SI sessions this week. (Sign below)