

## **Student Sign-in sheet**

This is for recording the attendance of students who have forgotten their cards, who have a faulty card or if there is no card reader available. It must be completed during the teaching event and delivered to the Student Hub by a member of staff present at the event.

**Please note** that you can also enter attendance directly on to the Online Class register at **hull.seats.cloud** instead of using this form and returning it to the Student Hub.

## PLEASE PRINT IN CAPITAL LETTERS

Module Name	Module ID	Lecturers Name	Date	Time	Teaching Space

Full Name	Student Number	Signature
Example: Bob Smith	20170000	B.SMITH

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## Student Hub use only

Date received by Hub	, ,	Date entered on to system	, ,
(DD/MM/YYYY)	/ /	DD/MM/YYYY	1 1