6.4.3a – Assessment Attendance Sheet

Component Name & Code:	
Assessment:	
Location:	
Date:	
Start time:	
Finish time:	

	Learner Name Printed	Learner Signature	ID checked. To be ticked by invigilator	Time completed
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Total number of learners in attendance	
Total number of answer books collected	
Assessment malpractice/irregularities reported? Mark X where applicable	Yes No
Examination Invigilator Name:	
Examination Invigilator Signature:	