P= Present
E= Excused Absence
UA= Unexcused Absence
LA= Leave-of-Absence

ATTENDANCE SHEET
(To be retained with Chapter Records)

NAME	SEPT		OCT		NOV		DEC		JAN		FEB		MAR		APR		MAY		JUNE		JULY		AUG	
	1	2	1	2	1	2	1	2	1	2	1	2	1	2	1	2	1	2	1	2	1	2	1	2