

2018-2019 TUFTS UNIVERSITY ATTENDANCE RECORD

JULY							AUGUST							SEPTEMBER							OCTOBER							
S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	
1	2	3	4	5	6	7				1	2	3	4							1		1	2	3	4	5	6	
8	9	10	11	12	13	14	5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	
15	16	17	18	19	20	21	12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	
22	23	24	25	26	27	28	19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	
29	30	31					26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31				
														30														
NOVEMBER							DECEMBER							JANUARY							FEBRUARY							
S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	
				1	2	3							1			1	2	3	4	5							1	2
4	5	6	7	8	9	10	2	3	4	5	6	7	8	6	7	8	9	10	11	12	3	4	5	6	7	8	9	
11	12	13	14	15	16	17	9	10	11	12	13	14	15	13	14	15	16	17	18	19	10	11	12	13	14	15	16	
18	19	20	21	22	23	24	16	17	18	19	20	21	22	20	21	22	23	24	25	26	17	18	19	20	21	22	23	
25	26	27	28	29	30		23	24	25	26	27	28	29	27	28	29	30	31			24	25	26	27	28			
							30	31																				
MARCH							APRIL							MAY							JUNE							
S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	
					1	2		1	2	3	4	5	6				1	2	3	4							1	
3	4	5	6	7	8	9	7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8	
10	11	12	13	14	15	16	14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15	
17	18	19	20	21	22	23	21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22	
24	25	26	27	28	29	30	28	29	30					26	27	28	29	30	31		23	24	25	26	27	28	29	
31																					30							

COMMENTS

- S=Sick
- T=Tardy
- H=Holiday
- J=Jury Duty
- V=Vacation
- PD=Personal Day
- D=Death in Family
- I=Illness in Family
- A=Absent w/o Pay
- L=Extended Illness Leave
- WC=Worker's Compensation

Employee Name: _____

Department: _____

Date Employed: _____

Annual Sick Pay Entitlement: _____

YEAR END ABSENCE SUMMARY

S _____ J _____ A _____ V _____

D _____ H _____ T _____ I _____

L _____ PD _____ WC _____