Early Learning Coalition of the Nature Coast
Serving Citrus-Dixie-Gilchrist-Levy-Sumter Counties

School Readiness Enrollment/Attendance Certification
Daily Attendance for Children not on Computer Roll

Provider Name: _____ Prepared By: _____

Address: _____

_____

Telephone Number: _____

Month _____ Year _____

For Each Day, Code As Follows:

X	Enrolled/Present
E	Excused Absence (up to 3 days)
A	Authorized Absence (beyond 3 days, attach necessary documentation)
H	Reimbursable Holiday
T	Terminated
N	Enrolled, Non-Reimbursable

Name of Child	Date Of The Month																															Total Days
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	

Provider Signature _____ Date _____

Return to ELCNC by 5:00 p.m. second business day of the month for previous month's attendance. Please retain a copy for your records.

Citrus County phone 352-563-9939/fax 352-563-5933 Dixie, Gilchrist, Levy Counties phone 352-490-5855/fax 352-490-6762 Sumter County phone 352-793-5430/fax 352-793-6230

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