



Reg No: IV-190304645/15 | E-mail: admin@nycta.in | www.nycta.in

National Youth Computer Training Academy

An ISO 9001:2015 Certified I.T. Training Academy

Computer Education Under The Guidelines Of Ministry Of Information Technology, Govt. Of India.

Registered Head Office: 79, Sahid Benoy Bose Road, Bansdroni, Kolkata-700070, West Bengal, INDIA. Ph:9903333223

ATTENDANCE SHEET OF THEORY AND PRACTICAL EXAM

Centre Name..... Centre Code.....

Course Name.....Batch No.....Session.....Date Of Exam.....

SL No.	Student Name	Registration No.	Semester/Paper	Signature of Students (Absentees be marked in)	
				Theory	Practical
1					
2					
3					
4					
5					
6					

Total No of StudentsPresent.....Absent.....

<p style="text-align: center;"><i>Signature of Invigilator</i></p> <p>Full Name:</p>	<p style="text-align: center;"><i>Signature of Examiner</i></p> <p>Full Name:</p>	<p style="text-align: center;"><i>Signature of Centre Director</i></p> <p>Full Name:</p>
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Note:-

1. For different courses different sheets should be used.
2. The Attendance sheet should be filled in duplicate. One copy must be sent to Head Office, and the other copy is to be retained in the records of the Exam Centre.
3. Absentees should be marked in red ink.
4. **Every branch must send the examination pictures to the head Office**