

**Applied Music / Music Practicum Attendance Record**

**Name of Teacher:** \_\_\_\_\_

**Name of Student:** \_\_\_\_\_

**Programme:**       BA1       BA2       BA3       BA4       BMS3       BMS4  
 B.MUS1     B.MUS2     B.MUS3     B.MUS4

Notes:

1. The Department will pay up to 26 lessons (60-minute per lesson) for each student in each academic year.
2. Payment will be made monthly in arrears. Please return this form before 30<sup>th</sup> of each month.

Please write down the date of lesson(s) in the following table:

|           |           |           |          |           |
|-----------|-----------|-----------|----------|-----------|
| <b>1</b>  | <b>2</b>  | <b>3</b>  | <b>4</b> | <b>5</b>  |
|           |           |           |          |           |
| <b>6</b>  | <b>7</b>  | <b>8</b>  | <b>9</b> | <b>10</b> |
|           |           |           |          |           |
| <b>11</b> | <b>12</b> | <b>13</b> |          |           |
|           |           |           |          |           |

**Signature of Teacher:** \_\_\_\_\_

| <b>For Department of Music's ONLY</b> |       |           |           |           |           |           |
|---------------------------------------|-------|-----------|-----------|-----------|-----------|-----------|
| <b>Received on:</b>                   |       |           |           |           |           |           |
| No. of lessons completed              | Sem 1 | Sep _____ | Oct _____ | Nov _____ | Dec _____ |           |
|                                       | Sem 2 | Jan _____ | Feb _____ | Mar _____ | Apr _____ | May _____ |
| No. of lessons remaining              | Sem 1 |           |           |           |           |           |
|                                       | Sem 2 |           |           |           |           |           |