

List of Apprentices Showing Attendance, Discipline & Progress in Periodical Tests

Name of Establishment: _____

Month: _____

S.No	Name of Apprentices	Trade	Date of Due Completion of Apprenticeship Contracts	No. of Days Absent	Reason for Absence	General Behavior	Report on Progress During the Month		Remarks
							Theory	Practical	
A	B	C	D	E	F	G	H	I	J
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									

- In column G, enter very good, good or poor.
- In column H & I, enter good, average or poor.
- The report must reach the Regional Directorate of Apprenticeship Training during the first week of the every month.

Signature of Employer