

Study Attendance Agreement

Date: [Insert Date]

To Whom It May Concern,

This letter serves as an agreement regarding the attendance of [Student's Name] for the study program at [Institution/Organization Name].

The terms of the agreement are as follows:

- **Duration:** [Start Date] to [End Date]
- **Attendance Requirements:** [Specify number of sessions and attendance criteria]
- **Responsibilities:** [List specific responsibilities of the student and the institution]

By signing this agreement, both parties acknowledge the importance of maintaining consistent and punctual attendance throughout the duration of the program.

We appreciate your cooperation and commitment to this educational endeavor.

Sincerely,

[Your Name]
[Your Title]
[Institution/Organization Name]
[Contact Information]

Agreement Accepted by:

[Signature of Student] _____
[Date] _____

[Signature of Representative] _____
[Date] _____