

# Class Attendance Verification

Date: [Insert Date]

To Whom It May Concern,

This letter serves to verify the class attendance of [Student's Name], a student enrolled in [Program/Course Name] at [School/Institution Name].

From [Start Date] to [End Date], [Student's Name] attended the following classes:

- [Class Name 1] - [Days Attended]
- [Class Name 2] - [Days Attended]
- [Class Name 3] - [Days Attended]

Throughout this period, [Student's Name] maintained an attendance rate of [Percentage]%.

This attendance verification is provided for scholarship application purposes.

Should you require any further information, please do not hesitate to contact me at [Your Contact Information].

Sincerely,

[Your Name]

[Your Position]

[School/Institution Name]

[Contact Information]