

Student Name: _____ I.D.# _____ Student Signature: _____ Date: _____

Student Instructions: Request each of your instructors to provide your academic progress information as indicated below. You are encouraged to use the instructors' established office hours to complete the progress report. Students taking online courses: Request instructors to email you the required information, then print out the email and bring to us, and/or print your grades from Canvas.

_____: Please complete the following progress report and return to the student. Thank you for your time and cooperation in completing this progress report in a timely manner.

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- On a regular basis
- Frequent absences
- Tardiness
- Keep up good work
- Drop class
- Needs tutoring