

MONTHLY PROGRESS REPORT

To be completed at the end of each month by each instructor, for each class and submitted with your Monthly Eligibility Report (MER).

* may use online reporting printout in lieu of form

Student Name:			Month/Year:	
Class Title / Location	Attendance	Academic Progress	Instructor Name Contact #/email	Instructor Signature
	Dates Absent:	☐ Satisfactory ☐ Unsatisfactory		
	Comments:			
	Dates Absent:	☐ Satisfactory ☐ Unsatisfactory		
	Comments:			
	Dates Absent:	☐ Satisfactory ☐ Unsatisfactory		
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