

International Programs Academic Progress Report

Student Name: _____ Lane #: _____

Course Title: _____ Instructor: _____

Student Instructions: You will need to meet with your instructor during their office hour and complete this form with them. You will need a separate form for each instructor. When you have completed all the forms with your instructors please make an appointment with your international student advisor. You will need to bring the Progress Reports to the appointment in 11/235.

Faculty Instructions: Please meet with the student and discuss each area on the form with the student. Please sign and print your name on the form where it says "Instructor:" at the top.

Class Attendance:

- No Absences
- Missed _____ classes during this reporting period
- Not Applicable (I do not monitor class attendance)
- Often Tardy

Completion of Course Assignments:

- Completed all course assignments on time during this reporting period
- Course assignments have been completed but not always turned in on time
- One or more course assignments have not been completed
- There have been no course assignments to be completed during this report period

Test, Quiz and/or Assignment Scores:

#1: _____ out of _____ points

#2: _____ out of _____ points

#3: _____ out of _____ points

- No tests, quizzes and/or assignments given during this reporting period

Thus far, this student is performing at a **C level or better** and currently passing the class:

- Yes
- No

Areas in which student could improve performance or any feedback you wish to give:

- Test Taking
- Attendance
- Class Participation
- Homework
- Basic Skills
- Other: (please specify)

Thank you!