



ESL Monthly Progress Report

Covering Dates:	16th to	15th	Student ID:
Last Name:			First Name:
Case Manager:	Program: English as a Second Language		

You are responsible for submitting a completed progress report each month that you are in school and receiving Skills Investment grant funding from Students Finance and/or Employment Insurance

- Read the instructors' information, sign and date at the bottom of the page
 - Attach documentation/explanation of all absences. Your case manager can excuse ONLY if there is suitable documentation.
- **See back of form for details**

Course Number	Instructor Comments Please include information up to 15 th of the month	Signature & Date	Progress Circle appropriate response		Absences		
			Unsatisfactory	Satisfactory	# Classes missed	Case Mgr Only Excused	Unexc
L + S			< 60 %	≥ 60 %			
R + V			< 60 %	≥ 60 %			
G + W			< 60 %	≥ 60 %			