

CTE Project BI-WEEKLY PROGRESS REPORT

This form is to be filled out on a bi-weekly basis by instructors and students. The purpose of this form is to ensure that student sponsored by the Winnebago Tribe of Nebraska-CTE Project Grant is making satisfactory progress throughout the semester. Reminder: this form is to be filled out ENTIRELY to properly get a stipend payment.

Student: _____

Program of Study: _____

Semester: _____

Student- Fill out the course number and title for each course enrolled for your instructors to report grade and attendance for the time period. Return to the CTE Office for review and submission of classroom hours.

Instructors- Please initial, report attendance issues and circle grade to date. If a student is demonstrating performance issues that may adversely affect his/her grade, please circle the number that corresponds to any areas of concern regarding student's progress in class.

- | | |
|--|---------------------------------|
| 1- Excessive absences/non-attendance | 4- Low Assignment scores |
| 2- Excessive tardiness/leaving class early | 5- Low test/quiz scores |
| 3- Not turning in/late assignments | 6- Student is doing great |
| | 7- Good classroom Participation |

EX.

Course Number	Course Title	Grade	Concerns <small>(1-7 from list above)</small>	Instructor Initials	Comments <small>(optional)</small>
(LEC) AGV-176-02	Animal Nursing (Small & Large)	A B C D F	7	MK	Student is doing great. No comment.
		A B C D F			
		A B C D F			
		A B C D F			
		A B C D F			
		A B C D F			

I give permission for my instructor(s) to release the above information to the office of CTE Project.

Student Signature

Date

Stipend Attendance Sheet

Student Name:

EXAMPLE	Class Name	Log In/Out	Total Hour	Instructor(s) Signature	Notes
Sunday 9/19/22	Intro to Music College Readiness	5pm-8pm 1pm-2:30pm	LEAVE BLANK	REQUIRED	(Optional for your notes or instructors)
Monday					
Tuesday					
Wednesday					
Thursday					
Friday					
Saturday					
Sunday					
Monday					
Tuesday					
Wednesday					
Thursday					
Friday					
Saturday					