DUE TO ISP OFFICE: APRIL 22, 2016

SPRING 2016 INTERNATIONAL STUDENT PROGRESS REPORT #2

Student Name: _________________________ Student ID#______________
E-mail: ____________________________ Phone# ________________________
Check all that apply: ☐ AA/AS ☐ Certificate ☐ Transfer
Major: ____________________________

Instructions:
1. Have each of your instructors complete this form.
2. For online courses, have your instructor send you an email commenting on your progress in the areas below.
3. Bring completed form to ISP by the due date above.

<table>
<thead>
<tr>
<th>SECTION NUMBER</th>
<th>COURSE NAME &amp; NUMBER</th>
<th>UNITS</th>
<th>ATTENDANCE</th>
<th>PROGRESS</th>
<th>CURRENT GRADE</th>
<th>INSTRUCTOR COMMENTS</th>
<th>INSTRUCTOR SIGNATURE</th>
<th>DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<td></td>
<td>REGULAR</td>
<td>FAIR</td>
<td>POOR</td>
<td>NOT PASSING</td>
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<td>PASSING</td>
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</tr>
</tbody>
</table>

FOR OFFICE USE ONLY:

Received by (Staff Name): ______________________ on: ____/____/____
☐ Grades checked.
☐ Marked receipt of report on spreadsheet.
☐ Checked Access database for major change. Major changed? ☐ Yes* ☐ No  *If yes, student needs to see counselor.
☐ Put completed report in “Progress Report” Folder in Anh’s Inbox.
☑ Appointment with Counselor needed (for new students, grades, major changes, etc.): ☐ Yes ☐ No
Appointment set on: ____/____/____

Reviewed by Counselor: _________ on: ____/____/____
At least 12U? ☐ Yes ☐ No

Staff, please:
☐ Make appointment with Counselor for:
☐ SEP/Class Scheduling
☐ Below 12U
☐ Other: ____________________________________________