

Montgomery College Achieving the Promise Academy
Initial (1 of 3) Academic Progress Report

Dear Professor:

The academic progress report is a tool professors can use to provide comments and feedback to students performing well and to students exhibiting signs of academic distress. Academic progress reports are intended to assist students to reflect on their academic performance and take action, if necessary, for successful course outcomes. Achieving the Promise Coaches will review academic progress reports with students and link them to appropriate services (tutoring, counseling, advising, etc.) if necessary.

Please mark the appropriate notation based on the student's academic performance and list the grade the student has earned in your class as of the completion of this report. Also, please provide any relevant comments about your assessment of the students' academic performance to date.

Date: _____ Course Name: _____ CRN : _____

Professor Name: _____ Email: _____

Student Name: _____ M# _____

Please check the boxes below where there are areas of concern. Use the comments field to provide additional comments and feedback.

<input type="checkbox"/> Attendance	<input type="checkbox"/> Participation	<input type="checkbox"/> Assignments	<input type="checkbox"/> Test & Quizzes
--	---	---	--

Grade to date: _____

Professor Comments:

If you have any questions, please contact:

Achieving the Promise Coach

Email Address