

## ACADEMIC COURSE PROGRESS REPORT

**INSTRUCTIONS:** *Faculty:* Please provide the following information in regards to the student listed below. *Students:* Please submit an Academic Course Progress Report for EACH of your courses that you are enrolled in at San Jose State University. All submitted reports will be reviewed and followed up by an advisor. If you have any questions or concerns, please contact the H&A SSC.

### **A. Student Information:**

*Student only.* Please provide the following information.

STUDENT LAST NAME, FIRST NAME:	PHONE:
ID NUMBER:	COURSE TITLE, INSTRUCTOR NAME:
SEMESTER:	ADVISOR IN H&A STUDENT SUCCESS CENTER:

### **B. Instructor Assessment:**

*Instructor Only.* Please indicate "S" (Satisfactory), "N" (Needs Improvement) or "N/A" (Not Applicable) for each item.

S   N   N/A

S   N   N/A

	Class Attendance/Punctuality		Quality of Homework Assignments
	Class Participation		Quality of Written Work
	Completion of Assignments on Time		Quality of Lab Work or Journals
	Tests & Quizzes Performance		Comprehension of Course Concepts

ESTIMATE OF CURRENT GRADE: \_\_\_\_\_ (OR Currently No Basis for Course Grade)

COMMENTS TO STUDENT REGARDING PERFORMANCE

### **C. Signature:**

\_\_\_\_\_ Instructor Signature

\_\_\_\_\_ Date

**Please email completed progress report to your H&A Student Success Advisor.**