

ADULT EDUCATION STUDENT REFERRAL AND ATTENDANCE VERIFICATION

Part 1 Complete the following:

Name of student being referred: _____

Class Location to Which Student if Referred: _____

Community Supervision Officer: _____

Part II to be completed by Adult Education Teacher:

Intake Performance Level: Reading_____ Mathematics_____

Part III Attendance Verification to be completed by Adult Education Teacher

Month (s) being reported _____, _____, _____, _____

Dates and number of hours student in attendance:

Making satisfactory progress? Yes__ No__
Making satisfactory progress? Yes__ No__
Making satisfactory progress? Yes__ No__
Making satisfactory progress? Yes__ No__
Making satisfactory progress? Yes__ No__
Making satisfactory progress? Yes__ No__
Making satisfactory progress? Yes__ No__
Making satisfactory progress? Yes__ No__
Making satisfactory progress? Yes__ No__
Making satisfactory progress? Yes__ No__

Signature of Teacher Verifying Attendance: _____

Note: Student is to submit this form to supervising officer on the next office visit.