APPRENTICE'S MONTHLY REPORT

APPRENTICE'S NAME: _____ REPORTING MONTH/YEAR: _____

NUMBER OF MONTHS AT TRADE: _____ TOTAL WAGES RECEIVED: _____ CURRENT HOURLY RATE: _____

NUMBER OF WORK DAYS MISSED THIS PERIOD: _____ NUMBER OF CLASSES MISSED THIS PERIOD: _____

ON THE JOB EVALUATION

THE APPRENTICE SUPERVISOR SHOULD REVIEW THE ABOVE FOR CORRECTNESS AND INDICATE 0-J-T EVALUATION BELOW

E = Excellent A = Average BA = Below Average U = Unacceptable

ATTITUDE TOWARD WORK _____ QUANTITY OF WORK PERFORMED _____ ATTENDANCE _____

DEPENDABILITY _____ PERSONAL APPEARANCE _____

QUANTITY OF WORK PERFORMED _____ TACT AND COURTESY _____

PLEASE USE REVERSE SIDE FOR ADDITIONAL COMMENTS

WOULD YOU LIKE A CONFERENCE WITH THE RELATED THEORY INSTRUCTOR? _____

HAVE YOU COUNSELED WITH THE APPRENTICE ABOUT ANY DEFICIENCIES? _____

_____

SUPERVISOR'S SIGNATURE

RELATED INSTRUCTION EVALUATION

IS THE APPRENTICE PUNCTUAL? _____ IS CLASSROOM PERFORMANCE SATISFACTORY? _____ GRADE: _____

WOULD YOU LIKE A CONFERENCE WITH THE 0-J-T SUPERVISOR? _____

_____

INSTRUCTOR'S SIGNATURE

MONTH/YEAR _____ **HOURS SPENT IN EACH PROCESS**

DATE	Serv. & PtS.	Elec. Sys	Chassis	Brakes	R. Axle As.	Trans. & Cl	Eng. Analy	Cool. Sys.	Power Plts.	Gen. Serv.	TOTAL
1											
2											
3											
4											
5											
6											
7											
8											
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28											
29											
30											
31											
TOTAL											