
ACADEMIC PROGRESS REPORT

TO: EMU FACULTY AND INSTRUCTORS
FROM: EARLY COLLEGE ALLIANCE AT EASTERN MICHIGAN UNIVERSITY
SUBJECT: ACADEMIC PROGRESS OF: _____ E-NUMBER: _____
DATE:
CC: ECA ADMINISTRATION & CORE ADVISOR: _____

ACADEMIC PROGRESS

The above listed ECA student is currently enrolled in your course this semester. Due to the academic performance of this student during the previous semester(s) we are requiring the student to obtain periodic academic progress updates from each of their EMU instructors. Students have been instructed to make arrangements outside of the regular class time, preferably by appointment during your scheduled office hours, to meet with you and discuss their progress in your course thus far. Given that the nature of each course is unique to the individual instructor your evaluation of the student is at your discretion: quantitative and/or qualitative. The completed form can be returned to the student or sent directly to our offices. If you have any questions or need any additional information, please feel free to contact our offices. Thank you for your time and consideration regarding this matter.

Course Title: _____

Course Prefix and Number: _____

Course CRN: _____ Course Term: _____

Instructor Name: _____

Instructor E-mail address: _____

Academic Progress:

Unsatisfactory (C- or less)

Satisfactory (C or better)

Not Attending

Comments/Suggestions for student:

Instructor Signature: _____

Date: _____