



Monthly Tutor Progress Report Form

Tutor's Name:

Date:

Learner's Name:

Meeting Site (place & town):

Tutoring Start Date with This Learner:

Report Month:

Tutor-Learner Meeting Information:

Date	Day of the week	Start time	End time	TOTAL HOURS	Next Appt Date / Time / Place
TOTAL HOURS:					

NOTE: if you had a session scheduled, & it didn't take place, please fill in date, & then use last column to indicate what happened (e.g. T or L no-show/forgot, sick, work conflict, out of town). Please indicate what you have been working on with your learner, what is working well, what is not, success stories, etc.:
