



# ESOL STUDENT ATTENDANCE REPORT

Please submit to [Meghan@lit-together.org](mailto:Meghan@lit-together.org)

or mail to 31 College Place B-221, Asheville, NC 28801

***by the 1<sup>st</sup> of each month***

STUDENT:		TUTOR:	
SITE:	DAYS:	TIMES:	
BOOKS USED:			

DATES	HOURS SPENT ON PREP	HOURS SPENT ON TRAVEL	HOURS SPENT ON TUTORING	PAGE #s or UNIT & LESSON NUMBERS/LETTERS (ex. Unit 5 Lesson C)
<b>TOTALS</b>				

(Please also see questions on reverse)

Please comment on the following as applicable:

1. What are your observations concerning your student's strengths and opportunities for growth?
2. Has your student improved his/her oral communication and/or writing skills?
3. Have you encountered any tutoring problems? Please describe the problems and the way you handled them. Would you like to receive assistance in resolving this problem? Please let us know; we want to help you!
4. Describe any supplemental materials and/or techniques you used that were successful.
5. List any in-service trainings you would like to see offered:

**This month we:**

Established these new goals:	
Made progress in:	
Completed these books:	

This month my student:

\_\_\_ got a new job (where?)

\_\_\_ got a promotion with current employer

\_\_\_ got involved with his/her children's education (ex. met with teacher, helped with homework, etc.)

\_\_\_ voted or registered to vote

\_\_\_ participated in community activity

\_\_\_ enrolled in an educational or training program (please specify)