

Department of Post-Secondary Education, Training and Labour
Training and Skills Development (TSD)
Attendance and Progress Report

Important: It is a TSD requirement that the **Attendance and Progress Report** be submitted by the due dates indicated below. Failure to provide the report on time will result in the review of the student's Employment Action Plan and could result in a reduction or cancelation of the TSD contract and funding.

Required report due dates				
Oct	Dec	April	June	
Additional reports - For Academic Upgrading interventions or as required by the Employment Counselor				
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Client information

Last Name	First Name	Initials	Last three digits of Social Insurance Number
Tozer	Nathaniel		470

Institution and Program/Course Information

Name of Institution	NBCC Moncton
Name of Program/Course	Information Technology year II

Student Attendance and Progress Information

Number of days or classes missed (if not full days, then indicate the number of classes)	# of Days	0	# of Classes	0
Any difficulties/barriers in any subject that may affect the ability to pass and successfully complete the program/course on time? If yes, comment below.	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Please include a transcript or unofficial record of marks to date. If not available, please indicate the date it will become available.	Included	<input type="checkbox"/>	Not Included	<input checked="" type="checkbox"/>
	Date: (YYYY/MM/DD)	ask student		
Are there any other issues/concerns that need to be addressed? If yes, comment below.	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>

Comments:

AP Rpt: _____

Address any question/concerns to:

Name of Employment Counselor

E-mail address

Paula Foley

paula.foley@gnb.ca

Telephone Number

Fax Number

(506) 627-4566

Please return completed report to the student.

Stephen Carter

Coordinating Instructor

Printed name of School Official

Title

Telephone number

2023-03-30

Signature of School Official

Date

CONFIDENTIALITY CLAUSE

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