

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				
November 4th, 2022	December 17th, 2022	February 24th, 2023	April 28th, 2023	May 26th, 2023
Additional reports - For Academic Upgrading interventions or as required by the Employment Counselor				

Client information

Last Name	First Name	Initials	Last three digits of Social Insurance Number
Rahman	Mahfuzur		852

Institution and Program/Course Information

Name of Institution	NBCC - Moncton
Name of Program/Course	Information Technology: Web and Mobile Application Development

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"/>
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Comments:

AP Rpt: _____

Address any question/concerns to:

Name of Employment Counselor

E-mail address

Chelsey Melanson

Chelsey.Melanson@gnb.ca

Telephone Number

Fax Number

(506) 523-7601

Please return completed report to the student.

Stephen Carter

Coordinating Instructor

Printed name of School Official

Title

Telephone number

2022-12-15

Signature of School Official

Date

CONFIDENTIALITY CLAUSE

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