

TRAINING PROGRESS REPORT

While in TAA approved training you must maintain satisfactory academic standing and complete your training by the end date specified in your training plan. You are required to have this form completed every 60 days, or more frequently if requested by your Dislocated Worker Counselor. Send the completed form to your Dislocated Worker Counselor who will review, sign and then send to TAA.

Failure to complete the form and submit it in a timely manner may result in termination of your TAA benefits, cancellation of your Trade Readjustment Allowance (TRA) and/or Health Coverage Tax Credit (HCTC) benefits.

Student Information

Name (First MI Last): Training Plan **Start Date:** **End Date:**

Training Facility: Training Program: Petition Number:

Advisor

Have your advisor complete the following for this 60-day period: **Start Date:** **End Date:**

1. Is the student maintaining satisfactory academic standing? Yes No

Comments:

2. Is the student currently enrolled full-time? Yes No

Comments:

3. Has the student dropped any classes this term? Yes No

Comments:

4. Is it possible for the student to complete their training program by the end date listed above? Yes No

Comments:

School Official Signature: Title: Date:

Phone: Email:

Instructors

Have your instructor complete the questions in the table below:

Class	Satisfactory Progress? Yes/No (Progress toward grade of C or higher)	Are requirements for participation or attendance being met? Yes/No	Comments	Instructor Signature

Dislocated Worker Counselor Signature

Review the Training Progress Report, sign/date and forward to appropriate TAA Specialist

DW Signature:

Date: