



Progress Report

Using a progress report is a great way to keep youth updated with how they are performing. This tool can be used to give bi-weekly updates to youth.

Youth Name _____ Date _____

Participation Summary

	Hours of Skill Development Completed
	Hours of Work Based Learning Completed
	Number of Reflections Submitted

Comments from Instructors/Supervisors

Staff Signature

Youth Signature

Parent Guardian Signature