

STUDENT CONDUCT REPORT

Date: _____

Name of Student: _____

Student ID Number: _____

Program: B.A. Year * 1 / 2 / 3 / 4 ; M.A. Year * 1 / 2

Term: Jul.-Nov. Dec.-Apr. Year _____

Name of Teacher: _____

Course: _____

Course Code: _____

* Delete where applicable.

Characteristics		1	2	3	4	5
01.	Prepared for class with all materials					
02.	Punctuality					
03.	Followed directions					
04.	Attentiveness					
05.	Respectful to teacher					
06.	Respectful to classmates					
07.	No talking out of turn					
08.	On task and using time appropriately					
09.	Completed assigned work					
10.	Quality of Work					
11.	Quantity of Work					
12.	Writing Skill					
13.	Communication Oral					
14.	Listening Skill					
15.	Interaction / Participation					

Notes: 1 = Excellent; 2 = Good; 3 = Satisfactory ; 4 = Marginal; 5 = Unsatisfactory

Total Percentage: _____ / 100%

Teacher's Comments:

Student's area of strength: _____ _____ _____
Student's area of weakness: _____ _____ _____
Others: _____ _____ _____

OVERALL PERFORMANCE EVALUATION:

- Excellent (excelled in all areas)
- Very Good (excelled in one or more key areas)
- Good (met basic requirements)
- Satisfactory (need for improvement in one or more key areas)
- Marginal (needs improvements in many areas)
- Unsatisfactory (did not meet basic requirements)

Signature of Teacher

Date: