

Academic Performance Review Checklist

Basic Information

Name:

Department:

Review Period:

Checklist

- ☐ Attendance and punctuality evaluated
- ☐ Coursework and assignments reviewed
- ☐ Grade trends analyzed
- ☐ Class participation considered
- ☐ Project/work submissions evaluated
- ☐ Faculty feedback included
- ☐ Extracurricular involvement reviewed
- ☐ Areas for improvement identified

Comments

Signatures

Reviewer:

Date:

