STUDENT’S NAME Click or tap here to enter text. TUTOR’S NAME Click or tap here to enter text.

QUARTER ENDING [ ] 9/30 [ ] 12/31 [ ] 3/31 [ ] 6/30

BOOK / LEVEL Click or tap here to enter text.

Set 2-3 short term goals with your student for the next 3 months.
At the end of this quarter, document the accomplishments of your student.
All goals should be **Specific, Measurable, Achievable, Relevant/realistic, and Timely.**

|  |  |  |  |
| --- | --- | --- | --- |
| **GOALS** | StartDate  | ReportDate  | **ACCOMPLISHMENTS\*** |
| Click or tap here to enter text. | Date | Date | Click or tap here to enter text.*Choose an item.* |
| Click or tap here to enter text. | Date | Date | Click or tap here to enter text.*Choose an item.* |
| Click or tap here to enter text. | Date | Date | Click or tap here to enter text.*Choose an item.* |

*\*Accomplishments can be shown by test scores, demonstrations, % accuracy,*

*# of words learned, anecdotes, etc.*

**Ask your student:**

Have we met our goals for this quarter? [ ] Yes [ ] No [ ] Partially

Please attach writing sample. Is it for publication [ ] Yes [ ] No

**Anecdotal comments:**

Click or tap here to enter text.

Revised 10/2019 hll