**AKTEACH**

**Tutoring Reporting Form**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | | | | | |
|  | **Student’s Name** |  |  | **Today’s Date** |  |
| **Vendor’s Name** |  |  |
| **Class Name/Activity** |  |
|  | | | | | |

***Instructor is to complete this section and return AKTEACH.***

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Course Level:** | | **Beginner** | | | | **Intermediate** | | | | | | **Advanced** | | |  | |
| **Frequency of Lessons:** | | **Per Week (#):** | | | | | | | **Per Month (#):** | | | | | | **Other:** |  |
| **Length of Lesson:** | | **30 Minutes** | | | | | **1 Hour** | | | | **Other:** |  | | | | |
| **Specific Skills To Be Taught (*please use the back of this form if more space is needed*):** | | | | | | | | | | | | | | | | |
| **How will vendor assess student improvement?** | | | | | | | | | | | | | | | | |
| **Performance** | **Practice** | | | | **Participation** | | | | | **Other:** | | | |  | | |
| **Projected Materials List:** | | | | | | | | | | | | | | | | |
| **Grade will be assigned by:** | | | | **Instructor** | | | | **Parent** | | | |  | | | | |
|  | | | |  | | | |  | | | |  | | | | |
| **I****nstructor’s Name (Print)** | | |  | | | | | | | | |  | **Instructor Signature** | |  | |
|  | | | | | | | | | | | | | **Date** | |  | |