

WE ARE HERE TO HELP YOU
GRADUATE

Official Academic Warning

I, _____ agree to finish _____

(Class) by _____ (date).

As of today _____ I have finished _____ out of _____ lessons.

In order to finish the class by the deadline, I agree to complete _____ lessons per day. I have agreed to work with my teacher at the location where I can be most effective. The School staff is monitoring my attendance and I will comply with their direction.

All classes are expected to be completed in three weeks for one class or six weeks for two classes. Any additional time to work on coursework is at the discretion of the class instructor.

I understand that my grade will fall if I do not complete every lesson, essay and test in the course. The School has the right to issue a failing grade or an Incomplete if classes are not finished in a timely manner.

Today's Date: _____

Student Signature _____

Instructor/ Signature _____

Notes _____