

APPRENTICE MONTHLY PROGRESS RECORD

Enter the total hours to date "D" from the prior month in Column "B"
 Each day record hours spent on each work process
 Add the Daily Record hours and total in Column "C"
 Add "B" plus "C" enter into Column "D"
 Total Daily Hours and Column "C" & "D" on bottom of chart
 Have supervisor sign & complete employer portion on bottom
 Sign, date and make a COPY for your records
 Fax, mail or deliver to AGC

DUE BY THE 10TH OF EACH MONTH
Keep a copy of each MPR for your records

Fax, mail, or deliver to:
 Fax: **503-252-9560**

NWCC NORTHWEST COLLEGE
 OF CONSTRUCTION
 8111 NE Holman St
 Portland, OR 97218

Questions? Call: **503-256-7300**

Oregon-Columbia Tile Trades JATC (setters)

MONTH _____ YEAR _____

Name: _____

Phone #: _____

Address: _____

Please call with new address or phone number

Name of company: _____

Location or work site: _____

Supervisor's name: _____

Supervisor's phone #: _____

Supervisor's signature: _____

Please verify the information above and complete required employer rating section before signing⇒

Apprentice's signature: _____

I certify that the above information is correct

Supervisor please complete required **EMPLOYER RATING SECTION**

1 = Good 3 = Below Average
 2 = Average 4 = Unsatisfactory

Interest toward work _____
 Compatibility _____
 Attitude (general) _____
 Adaptability _____
 Quantity of work _____
 Quality of work _____
 Safety Practices _____

Immediate supervisor comments:

