

APPRENTICE MONTHLY PROGRESS REPORT

Sheet Metal

Column "A" - Work Processes Hours	=	Total Number of Work Processes Hours Needed
Column "B" - Last Month's Hours	=	Total From Column "D" of Last Month's MPR
Column "C" - Total Hours This Month	=	Total Number of Hours Worked This Month
Column "D" - Total Hours To Date	=	Last Month's Hours + This Month's Hours

PLEASE ROUND OFF TO THE NEAREST HOUR

FAX: (503) 598-0391

MAIL or DROP-OFF:
Sheet Metal JATC
8625 SW Cascade Ave, Ste 100
Beaverton, OR 97008

☐ Check this box if this is a change of address or phone #

NAME:

ADDRESS:

MONTH:

YEAR:

"A" Work Processes Hours	"B" Last Month's Hours to Date	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	"C" Total Hours This Month	"D" Total Hours to Date
Fabrication & Assembly <u>Shop & Jobsite</u> 2150 hrs																																		
Installation/Erection 3150 hrs																																		
Layout <u>Shop & Jobsite</u> 900 hrs																																		
Miscellaneous 1000 hrs																																		
Total Hours																																		
Related Training Attendance																																		
Mark date of classes attended with an "X "																																		

INSTRUCTOR'S SIGNATURE:
NAME OF CLASS:

REQUIRED SIGNATURES:

APPRENTICE: I certify that the above information is correct.
EMPLOYER'S SIGNATURE:

APPRENTICE SIGNATURE:
COMPANY NAME:

Please notify the Apprenticeship Department of any employment changes

Date Stamp

Revised 6/1/11

Monthly Progress Reports are due by the 10th of every month or they are late.
Late MPR's may delay your advancement in the program

Comments: