



As a participant in the Carl Sandburg College TRIO Upward Bound Program, _____ is required to seek the assistance of a tutor any time his/her grades fall below program requirements in any one class. To confirm attendance, we ask that the student fill out the form below verifying their tutoring attendance. We appreciate your assistance with this matter and would like to thank you for helping out the Upward Bound program. If you should have any questions in regards to this form, please feel free to call me at 341-5448.

Sincerely,

Tony Bentley
Director, TRIO Upward Bound

<u>DATE</u>	<u>TIME</u>	<u>SUBJECT(S)</u>	<u>TUTOR Name & Signature</u>