



(Semester) (Year) Work-In-Progress (WIP Report)

Deadline: March 10, 2023

Student Name: _____ Student ID: _____

Instructor Information: In order to determine continued F-1 international student status at Cerritos College, it would be appreciated if you could **assist** with **providing** a **tentative letter grade or PASS/No PASS**, and **sign** the Work-In-Progress report for the above-mentioned student. We understand that this grade is subjected to change during the course of the semester. If you have any questions, please contact Jeanora Price: jprice@cerritos.edu

Term: Fall Spring Summer

Course Name	Units	Grade	Instructor's Name (Print)	Instructor's Signature
Total Units:				

Student Information: Should your WIP report indicate a "D", "F" grade or a "NO PASS" and/or if you are enrolled in less than 12 units without authorization, please consider the following:

1. Meeting with your instructor to discuss any academic concerns and/or steps to resolve and improve your grade.
2. Seek a tutor for subjects you are finding difficulty/trouble with
3. Schedule an appointment with an International Counselor for academic advisement or a Designated School Official (DSO) if under 12 units*

To confirm that the above information and signatures are true and accurate to the best of my knowledge, I understand that continued F-1 status will be determined with this Work-In-Progress (WIP) form and that the department may call/email an instructor to verify any grade and/or signature.

Student Signature: _____ Date: _____

OFFICE USE ONLY

Term: _____

Satisfactory

Unsatisfactory

Counselor Appt: _____

Counselor: _____

Received by: _____

Date: _____

Recorded on: P.S. SARS Eligibility

****Please note that per the F-1 regulations, all F-1 international students are required to be enrolled in a full-time course load (minimum of 12 units) during Fall and Spring semesters. Enrollment in less than 12 units is failure to maintain status and may result in being out of status.***

Cerritos Community College District

11110 Alondra Blvd., Norwalk, CA 90650 | Office (562) 860-2451 | www.cerritos.edu

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