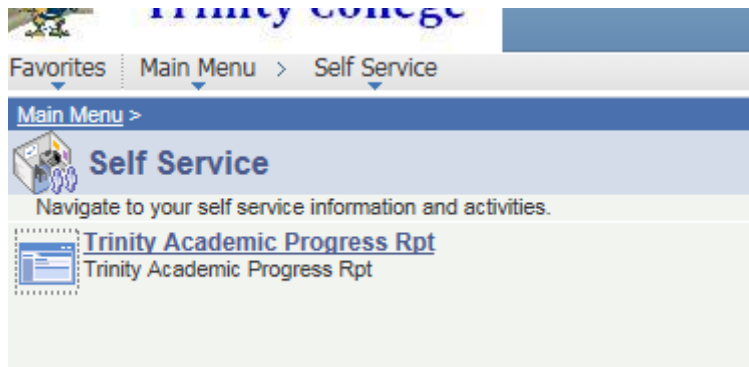
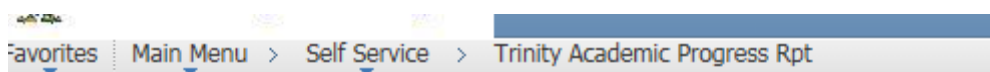


Entering Academic Progress (formerly called Mid-Term) Reports

1. From the Self-Service menu click on the Trinity Academic Progress Rpt.



2. Select the appropriate term (the current term should be the default) and click search. This will bring up a list of your current classes.



Trinity Academic Progress Rpt

Enter any information you have and click Search. Leave fields blank for a list of all values.

Find an Existing Value

▼ Search Criteria

Term: begins with ▼ 1171 x

☐ Include History

Search Clear Basic Search Save Search Criteria

KEY	
1261	Fall 2025
1263	January 2026
1264	Spring 2026
1267	Summer 2026

Search Results

View All First 1-2 of 2 Last

Term	Class Nbr	Subject Area	Catalog Nbr	Class Section
1171	1037	ADMN	401	01
1171	2083	ECON	101	01

3. Click on the link for the appropriate course. This will bring up the form to be completed.

4. Enter the student ID or click on the magnifying glass icon to search for a student by name. Complete the form and click save. This will generate an e-mail to the student and the student's adviser.

Trinity Academic Progress Rpt

Mid semester all students at Trinity College are evaluated on the basis of their progress and performance in academic course work. At that time, the areas of main concern are satisfactory performance, writing proficiency, and class attendance. This notification is intended to inform the student named above of an area which requires immediate attention if the course is to be satisfactorily completed. The information provided below will be shared, in confidence, with the student, the student's faculty advisor, the Dean of Students, and, if appropriate, with the Director of the Writing Center and the Director of the Mathematics Center.

Instructor:

Term: Fall 2016

Class: ECON 101 01

Select a student using the prompt below. To add another student click the plus button to the right.
When finished entering reports, click Save at bottom of page

Grade Reports

Find | View All First 1 of 1 Last

*Student ID:

+

-

Current Grade:

DateTime Stamp:

☐ Notification Only

☐ Unsatisfactory Work(U)

☐ Enrolled But Not Attending(ABS)

☒ Consultation with Instructor

☐ Referral to Mathematics Center

☒ Consultation with Advisor

☐ Referral to Writing Center

☐ Consultation with Dean of Students

Comments:

Save

Return to Search

Update/Display

Include History

5. Click on the plus sign on the right to continue with another student in the same class, or click return to search to select a different course.