

**ROGUE COMMUNITY COLLEGE**  
**FINANCIAL AID OFFICE**  
 3345 Redwood Highway Grants Pass, OR 97527  
**ROGUE CENTRAL Services for Students**  
 Redwood Campus, Grants Pass – SS Bldg. (541) 956-7501, 1  
 Riverside Campus, Medford – G Bldg. (541) 245-7501, 2  
 Table Rock Campus, White City – Room 187 (541) 245-7501, 3

**RETURN ASAP**

\_\_\_\_\_ Date \_\_\_\_\_ Term

TO: Instructors

SUBJECT: ACADEMIC PROGRESS REPORT

Before certain financial aid funds can be released, the Financial Aid Office is required by law to insure that this student is passing all courses on which financial aid eligibility is based. Since the current quarter is approximately 30 days underway, we are asking that all of his/her instructors, as required, provide the Financial Aid Office with an academic progress report. **Please indicate a letter grade or pass (P)/No-pass (NP), as applicable, earned to-date.** Thank you for your assistance.

Student:

RCC ID: -

<u>COURSE</u>	<u>GRADE</u>	<u>INSTRUCTOR SIGNATURE</u> *	<u>DATE</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

- **TeleCourses** – no instructor signature required (see Student Certification Statement)
- **Late-Start Courses** – no instructor signature required (see Student Certification Statement)
- **Web-Based Courses** – an RCC-email from your instructor to [fadep@rogucecc.edu](mailto:fadep@rogucecc.edu), listing student's full name, RCC ID#, course number, and grade is acceptable in lieu of signature.

**STUDENT CERTIFICATION STATEMENT**

I realize that I must attend all courses for which I am funded. I understand that obtaining a grade/signature for a telecourse or for any course that has not yet begun is not possible. Therefore, by my signature, I'm acknowledging that I must attend those courses or owe a repayment of all or part of the financial aid I am receiving. (Attendance in a telecourse is defined as submitting an assignment or taking a test.) It is my responsibility to notify the Financial Aid Office via Rogue Central Services for Students if I have not attended the above-mentioned courses so that they can revise or cancel my award. I certify that I am currently attending/will attend all courses and that all information on this form is true and correct to the best of my knowledge. Federal student financial aid received based on false information will have to be repaid.

\_\_\_\_\_ Student Signature

\_\_\_\_\_ Date