

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

FAX: (503) 598-0391
MAIL or DROP-OFF:
 Sheet Metal JATC
 8625 SW Cascade Ave, Ste 100
 Beaverton, OR 97008

Change of address (please send a buckslip with new
NAME: _____
ADDRESS: _____
MONTH: _____ **YEAR:** _____

PLEASE ROUND OFF TO THE NEAREST HOUR

"A" Work Processes Hours	"B" Last Month's Hours																																"C" Total Hours This Month	"D" Total 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						
Fabrication & Assembly 2150																																						
Installation or Erection 3150																																						
Layout 900																																						
Miscellaneous 1000																																						
Total Hours																																						
Schooling																																						
Class Hours																																						

INSTRUCTOR'S SIGNATURE: _____

NAME OF CLASS: _____

Date Stamp

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	

Revised 11/08

Monthly Progress Reports are due by the 10th of every month or they are late.
 Apprentices turning in late MPRs will be cited to appear before the committee.

Comments: _____

