

# APPRENTICE MONTHLY PROGRESS RECORD

**Occupation: Limited Renewable Energy Technician**

Enter the total hours from the previous Monthly Progress Record in Column B. Enter daily, to the nearest hour, time spent on each work process; add the hours from Column B plus Daily Record and enter total in Column C (total hours to date).

**Keep a copy of each MPR for your next month entry**

FAX OR MAIL TO:  
 NW Apprenticeship Services  
 4727 San Francisco Dr. NE  
 Salem, Or 97305  
 Phone: 541-279-1543  
 Fax: 503-371-7668  
**Email:**  
 nwapprenticeship@gmail.com

Name: \_\_\_\_\_ Agreement # \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ email: \_\_\_\_\_

Month: \_\_\_\_\_ Year: \_\_\_\_\_

<b>A</b>	<b>B</b>	Each day list the number of hours worked on each work process. Keep your records to the nearest hour.																														<b>C</b>		
List work processes As per standards	Hours brought Forward	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	Total hours	
A. Installations of Renewable Energy Systems																																		
1. Photovoltaic Systems 1000 hours																																		
2. Other renewable energy systems 500 hours																																		
B. Balance of Systems 1500 hours																																		
C. Other (SEE STANDARDS) 1000 hours																																		
SEE STANDARDS FOR ALL CATAGORIE EXPLANATIONS																																		
TOTAL HOURS																																		
Enter class hours attended																																		

**CLASSROOM INSTRUCTOR (when applicable)**

Comments: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**APPRENTICE**

Employer; \_\_\_\_\_

Employer Phone number: \_\_\_\_\_

*I certify that the above information is correct.*

Apprentice signature: \_\_\_\_\_ Date: \_\_\_\_\_

**EMPLOYER / TRAINING AGENT**

	Yes	No
1. Is the apprentice punctual?		
2. Is he/she willing to learn?		
3. Does he/she show initiative?		
4. Is his/her quality of work good?		
6. Would you recommend him/her for rerating?		

Employer's Comments: \_\_\_\_\_

Employer's Signature: \_\_\_\_\_