

GRADE REPORTS

(A) Report F and D grades on the Blue cards on the following dates:

December 4, 1944
January 8, 1945
February 5, 1945

(B) The monthly grade reports are cumulative.

(C) Blue report cards may be secured at Room 2, Frank Strong Hall or by telephoning K U 40.

WEEKLY ATTENDANCE REPORTS

(A) Reports are due each Monday for absences of the preceding week. Where there are no absences, write "no absences" on the card and send to the Navy V-12 Office. Please fill in the name of the course and sign the card in the space provided.

(B) Since an unexcused absence results in duty on the awkward squad, it is very important that an accurate record be kept of the class attendance of all V-12 trainees. One suggestion that has proved successful is that of writing on the blackboard the name of any student who is absent when the roll is taken. If the trainee does not appear to challenge his name written on the board, then it may be assumed that he was absent and not merely tardy.

REPORT OF THE SICK

NAME	ADMITTED	TO DUTY	CONTINUED
Daneke, F. M.	11-2-44	11-6-44	
Shrake, C. D.	11-4-44	11-7-44	

LIGHT DUTY LIST

November 2, 1944.

Burgess, W.
Grant, L. R.

Transfers:

Larry Benedict and John Bergin have been transferred from this Navy V-12 Unit as of November 9, 1944.

University V-12 Office
Room 2, Frank Strong Hall
Phone K U 40