

| ACADEMIC CONFERENCE RECORD -- USAF SNCOA | | DATE OF CONFERENCE | |
|--|--|--------------------|---|
| STUDENT'S NAME (Last, First, Middle Initial) | GRADE | FLIGHT | |
| ITEMS | INSTRUCTOR'S COMMENTS (Continue below) | | |
| 1. REASON FOR CONFERENCE <input type="checkbox"/> Exam Score Below Standards <input type="checkbox"/> Comm Skills Score Below Standards <input type="checkbox"/> Other (Comments Required) _____ | | | |
| 2. ACADEMIC ABILITY <input type="checkbox"/> Superior Nelson Denny Comp _____ <input type="checkbox"/> Above Average Grade Level _____ <input type="checkbox"/> Average <input type="checkbox"/> Below Average | | | |
| 3. ATTITUDE <input type="checkbox"/> Very Good <input type="checkbox"/> Good <input type="checkbox"/> Bad <input type="checkbox"/> Indifferent <input type="checkbox"/> Other (Specify) _____ | | | |
| 4. COURSE PARTICIPATION <input type="checkbox"/> Does more than required assignments <input type="checkbox"/> Listens and asks questions <input type="checkbox"/> Does only required assignments <input type="checkbox"/> Has not done assignments | | | |
| 5. HAS PERSONAL PROBLEMS OR OUTSIDE DISTRACTIONS? <input type="checkbox"/> NO <input type="checkbox"/> YES (Specify in Comments) _____ | | | 6. ATTENDS GROUP STUDY SESSIONS? <input type="checkbox"/> YES <input type="checkbox"/> NO (Specify in Comments) _____ |
| 7. EFFECTS OF FURTHER BELOW STANDARD PERFORMANCE AND/OR FACULTY BOARD ACTION EXPLAINED? <input type="checkbox"/> YES <input type="checkbox"/> NO (Explain in Comments) _____ | | | |
| 8. ACTION TAKEN/RECOMMENDED <input type="checkbox"/> Return to Class <input type="checkbox"/> Refer to <input type="checkbox"/> Withdrawal <input type="checkbox"/> Special Assistance <input type="checkbox"/> Other (Specify) _____ | | | |
| CONTINUATION OF INSTRUCTOR'S COMMENTS(Explanation of items; reason for deficiency; instructions issued to the student; other items of importance to someone reviewing this conference form.) (Continue on separate piece of paper if necessary.) | | | |
| SIGNATURE | DATE | | |
| STUDENT'S COMMENTS (Continue on separate piece of paper if necessary.) | | | |
| Signature of student does not signify agreement with comments but that the conference was conducted in areas identified. | SIGNATURE | DATE | |
| SEE REVERSE FOR FOLLOW-UP ACTION(S) → → | | | |

**Download any U.S. FedForm (free, fillable, savable in Adobe Reader)!
Start with the "Flash Demo" at the top of the following page:
www.usa-federal-forms.com**

**Convert any fillable PDF form to savable (locally, in Adobe Reader):
www.savePDF.com**

**Convert any document (in any format) to PDF fillable and savable:
www.FillinDocs.com**

**All (10's of 1,000's) U.S. Federal Forms already fillable, savable:
www.usa-federal-forms.com**

About the ITAOP/savePDF Method

The traditional Field-by-Field creation process is extremely ineffective and slow.

The only realistic option to create high-quality forms is the Insert-Text-Anywhere-on-Page (ITAOP) method.

The field creation process is about 10,000 times faster than the traditional method; the list of ITAOP features is not even available for the traditional method.

ITAOP savePDF method proved to be very simple and completely reliable for millions of users all over the world (incl. individuals, companies, organizations, government employees).

FOLLOW-UP ACTION(S) (Outline all follow-up effort with dates, names, progress, etc.)