



Department of Mechanical Engineering

**Course Grade Check Form**

Please complete the following information, please write clearly. Then present this form to each of your instructors to complete. This completed form will be required when you visit with the ME Director of Undergraduate programs or Advisement Coordinator.

\_\_\_\_\_  
Student Name (Please Print) UNM ID # Date



Dear Instructor,  
The School of Engineering/Mechanical Engineering requires monitoring of a student’s academic progress monthly during the semester if they are on an Academic Improvement Plan (AIP) or probation. We would appreciate your assistance in reporting the following information. If you have any questions about this form or need additional information, please contact the ME Advisement Program Coordinator at 277-2762 or [aapodaca@unm.edu](mailto:aapodaca@unm.edu).



<u>Course #</u>	<u>Grade</u>	<u>Instructor's signature</u>	<u>Comments</u>	<u>Date</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____