

Individualized Progression Feedback

Date: [Insert Date]

To: [Student's Name]

From: [Instructor's Name]

Subject: Individualized Progression Feedback

Dear [Student's Name],

I hope this message finds you well. I wanted to take this opportunity to provide you with some individualized feedback on your progression in [Course/Subject Name].

Strengths:

- [Strength 1]
- [Strength 2]
- [Strength 3]

Areas for Improvement:

- [Area for Improvement 1]
- [Area for Improvement 2]
- [Area for Improvement 3]

Action Steps:

To help you improve in the areas identified, I recommend the following action steps:

- [Action Step 1]
- [Action Step 2]
- [Action Step 3]

Please feel free to reach out if you have any questions or would like to discuss this feedback further. I am here to support you in your learning journey.

Best regards,

[Instructor's Name]

[Instructor's Position]

[Contact Information]