

## STUDENT WORK EVALUATION

STUDENT NAME \_\_\_\_\_

SEMESTER \_\_\_\_\_

DEPARTMENT NAME  
\_\_\_\_\_

POSITION TITLE  
\_\_\_\_\_

1. How well did the student perform the work assignment? Be specific.
2. What did the student learn from the work assignment?
3. How well did the student relate to other people on the work assignment?
4. How would you describe the student in the initiation of innovative procedures and trying to make a positive contribution to you office or department?
5. Other comments:

	Poor	Below Average	Satisfactory	Very Good	Outstanding
Attitude-pleasant, enthusiastic					
Initiative-self starter					
Creativity-new ideas, new approaches					
Mastery of job skills-skilled in all areas					
Cooperation-works well with others					
Responsibility-full fills obligations					
Dependability-punctual					
Efficiency-accurate, thorough					
Productivity-produces desired quantity of work					
Care of materials and equipment-not wasteful, takes care of equipment					
Comments:					

**SUPERVISOR SIGNATURE**

\_\_\_\_\_ **DATE:** \_\_\_\_\_

**STUDENT SIGNATURE**

\_\_\_\_\_ **DATE:** \_\_\_\_\_

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