

Evaluation: Student Form

Student Name: _____

Date of evaluation: ____/____/____

Supervisor: _____

Department: _____

INSTRUCTIONS

Your supervisor will be asked to complete an evaluation form designed to assess your performance during your practicum/internship. In order to help you assess your own performance, this form is provided. It is essentially identical to the one given to your supervisor. This form will become part of your record for this course and may be considered in assigning grades for the practicum/internship. Please answer each item using the scale provided. Space is provided following each category group for specific comments. There is also space at the end of this form for general comments.

ANSWER CODE FOR EVALUATION ITEMS AND QUESTIONS

NA: Not applicable or not enough information to form a judgment

1. Far below expectations—needs much improvement, a concern
2. Below expectations—needs some improvement to meet standards
3. Acceptable—meets standards at average level for students
4. Above expectations—performs above average level for students
5. Far above expectations—a definite strength, performs well beyond average levels for students

I. BASIC WORK REQUIREMENTS

____ Arrives on time consistently

____ Uses time effectively

____ Informs supervisor and makes arrangements for absences

____ Reliably completes requested or assigned tasks on time

____ Completes required total number of hours or days on site

____ Is responsive to norms about clothing, language, etc. on site

Comments:

II. ETHICAL AWARENESS AND CONDUCT

- ____ Knowledge of general ethical guidelines
- ____ Knowledge of ethical guidelines of practicum/internship placement
- ____ Demonstrates awareness and sensitivity to ethical issues
- ____ Personal behavior is consistent with ethical guidelines
- ____ Consults with others about ethical issues if necessary

Comments:

III. KNOWLEDGE AND LEARNING

A. Knowledge of Client Population

- ____ Knowledge level of student population at the beginning of internship
- ____ Knowledge level of student population at the end of internship

B. Learning

- ____ Receptive to learning when new information is offered
- ____ Actively seeks new information from staff or supervisor
- ____ Ability to learn and understand new information
- ____ Understanding of concepts, theories, and information
- ____ Ability to apply new information to site/environment

Comments:

IV. RESPONSE TO SUPERVISION

- ____ Actively seeks supervision when necessary

- ____ Receptive to feedback and suggestions from supervisor
- ____ Understands information communicated in supervision
- ____ Successfully implements suggestions from supervisors
- ____ Aware of areas that need improvement
- ____ Willingness to explore personal strengths and weaknesses

Comments:

V. INTERACTIONS WITH STUDENTS

- ____ Appears comfortable interacting with students
- ____ Initiates interactions with students
- ____ Communicates effectively with students
- ____ Builds rapport and respect with students
- ____ Is sensitive and responsive to students' needs
- ____ Is sensitive to issues of cultural differences

Comments:

VI. INTERACTIONS WITH STAFF

- ____ Appears comfortable interacting with other staff members
- ____ Initiates interactions with staff
- ____ Communicates effectively with staff
- ____ Effectively conveys information and expresses own opinions
- ____ Effectively receives information and opinions from others

Comments:

Overall, what would you identify as this student's strong points?

What would you identify as areas in which this student should improve?

Would you recommend this student for employment at his or her present level?
Please explain.

Would you recommend this student for continued graduate studies?
Please explain.

Signature: _____ Date: _____

Thank you for your time in supervising this student and in completing this evaluation.