

EMPLOYER'S EVALUATION OF SUMMER CO-OP STUDENT

Employee Name: _____

Company: _____

Position: _____

Length of Placement: _____

Please Indicate:

	A	B	C	D	E	Comments (if any)
Ability to Learn						
Skill Level Attained						
Quality of Work						
Volume of Work						
Initiative						
Organization and Planning						
Judgement						
Reliability						
Interaction with Others						
Communication Skills: Oral						
Communication Skills: Written						
OVERALL PERFORMANCE RATING	A	B	C	D	E	(See Over)

A = Excellent; B = Very Good; C = Average; D = Fair; E = Poor

Acceptance of Criticism and Suggestions	Appreciative		Resentful	
Attendance	Regular		Irregular	
Punctuality	Regular		Irregular	
Grooming	Appropriate		Inappropriate	

(Continue Over)

Employer's Evaluation of Co-op Employee (continued)

List Employee's major technical duties/projects:

Employee's strengths and areas for development:

Please write comments on OVERALL PERFORMANCE:

Please comment on your opinion of the Summer Co-op Program and any suggestions for preparing students prior to beginning placement:

Has this Evaluation been discussed with the Employee? Yes No

Name of Evaluator: _____

Title: _____

Company: _____

Department: _____

Telephone Number: _____ Date: _____

**ANY OBSERVATIONS YOU MAY HAVE REGARDING THIS PROGRAM OR
THE PREPARATION OF THE STUDENTS WOULD BE WELCOME.**