

Cooperative Education

2405 East College Way Mount Vernon, WA 982735899 Co-op Ed Coordinator (360) 415/74

(STUDENT NAME)

BUSINESS NAME

WORK-SITE SUPERVISOR

Please note: EVALUATION MUST BE COMPLETED BEFORE A GRADE CAN BE GIVEN. This evaluation has been completed, comparing this student to:

4 Above Average (Usually demonstrates this ability)

3 Average (Meets minimum requirements. Demonstrates ability when necessary)

2 Needs Improvement (Seldom demonstrates this ability/below expectations)

1 Unsatisfactory (Never demonstrates this ability. Does not meet expectations)

N/O Not Observed or Not Applicable

DEPENDABILITY

APPEARANCE

Punctual: Arrives to work on time.

Clean, well-groomed and appropriately dressed for work environment. (uniform if required)

Grade on a 1-10 scale, where 10 is the best

and 1 is unsatisfactory.

Accepts responsibility for actions.		Works well in a team, respects diversity.	
Displays professional manner.		Courteous and helpful to customers; handles conflicts well.	
Behaves in an ethical manner; displays good integrity and values.			

QUALITY OF WORK

position.

WORK SAFETY

Accurate and attentive to detail

Displays understanding of the technology of this

Responds well under pressure.	
Careful with equipment & materials.	
SKILLS IMPROVEMENT	OVERALL PERFORMANCE RATING
Problem solving skills.	
Demonstrates good basic skills needed for this	Please indicate your overall rating of this
position.	VWXGHQW¶V SHUIRUPDQFH R

Thank yo u for completing the Student Evaluation form. Skagit Valley College would appreciate your feedback on our Co -op Ed Program by answering the following questions:

1. What desirable qualities does this student demonstrate?

2. What additional skills , course work or experience would you recommend to increase

3. What do you think this student learned from this work experience?

4. How well did Skagit Valley College prepare this student for this work experience?

5. Would you be willing to provide this student with a positive job reference? %YES %NO

6. Would you be willing to host another Cooperative Education or Work Study student at your business? _____ Why, or why not?

7. Are the re any questions, comments or recommendations you have that can help us improve our cooperative education program?

Signature of Work Site Supervisor

Signature of Student

Date

Date

Thank you for your time and support of Skagit Valley College students. Please call the Cooperative Education Coordinator, (360) 416-7774, with any questions or comments.

Skagit Valley College provides a drug-free environment and does not discriminate on the basis of race, color, national origin, sex, disability, sexual orientation, or age in its programs and employment.

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