

COLLEGE OF BUSINESS AND COMPUTING STUDENT SELF-EVALUATION FORM

Job Title		Date of Evaluation:	
Supervisor Name		Title	
Employer Work			
Period From	Beginning Date	Ending Date	

The purpose of this self-evaluation is to assist you in thinking about and reflecting on your job performance and academic and professional development during this work assignment. Please complete and upload this form to the LMS course prior to the end of the term, adhering to in-course posted due dates.

Excellent	Very Good	Satisfactory	Need Improvement	Unacceptable
А	В	С	D	F
	Rati	ing	Comments	
Relations with Oth Ability to communicate team members				
Ability to communicate clients/others	with			
Ability to work with and others (teamwork)	l for			
Supervision Ability to seek and use Openness to construction	· · · · · · · · · · · · · · · · · · ·			
criticism Ability to work indepen	dently			
Personal Quantitie	25			
Trust and confidentialit	У			
Initiative				
Creativity Dependability				
Punctuality				
Professional appearanc	e			
Ability and willingness t				
Adaptability				

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Adherence to agency rules and norms	
Skills	
Verbal communication	
Written communication	
Analyzing problem	
Problem solving/ critical thinking	
Organizing/seeing projects to completion	
Making and meeting deadlines	
Using technology accordingly	

Personal Development

List your three most important abilities/skills/characteristics that you have developed as a result of this placement.

1.			
2.			
3.			

Job Task Performance

A. List the three or four most important tasks you have performed as part of your job. Then evaluate the performance of each task using the scale below. Write a brief comment explaining your rating on each item.

E	cellent	Very Good	Satisfactory	Need Improvement	Unacceptable
	А	В	С	D	F
		TASK	RATING	COMM	IENTS
1.					
2.					
3.					
4.					

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B. What tasks did you like most/least and why?

Learning Goals

List your three most important learning goals for this placement. Comment on your progress to date and if you have encountered any obstacles in reaching your goals.

1.			
2.			
3.			

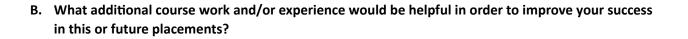
Please circle your overall self-evaluation rating:

Excellent	Very Good	Satisfactory	Need Improvement	Unacceptable
А	В	С	D	F

Program Evaluation

Please give us your valuable feedback:

A. What academic background or courses have proved valuable in performing this job?





C. If continuing in your present option, in what areas would you like to become involved to enhance your learning and career growth?

- D. Has this experience affected your educational or career plans? If so, how?
- E. Please suggest recommendations that would improve the quality of the internship experience.
- F. Salary per month/hour; hours worked per week; gross earnings for entire period.
- G. Did you have any logistical problems or other problems during your internship assignments?

If you have additional comments, please attach them to this sheet.