

FIELD EXPERIENCE EVALUATION

*for completion by site supervisor with student
and faculty supervisor upon student's completion
of 135 hours.*

Faculty Supervisor will return this completed form to
Field Experience Coordinator's mailbox.

1	STUDENT NAME ▼	PID ▼
	SITE ▼	SITE SUPERVISOR ▼

2 Site Objectives

How well did the FE student work toward and meet the original objectives as established in the Field Experience Agreement?

Check the appropriate circle, using the scale of 4 -- Outstanding; 3 -- Above Average; 2 -- Satisfactory; 1 -- Needs Improvement; 0 -- Unacceptable; NA -- Not Applicable. Additional comments are welcome.

Learning Objective No. 1 ▼ 4 ○ 3 ○ 2 ○ 1 ○ 0 ○ NA ○

Learning Objective No. 2 ▼ 4 ○ 3 ○ 2 ○ 1 ○ 0 ○ NA ○

Learning Objective No. 3 ▼ 4 ○ 3 ○ 2 ○ 1 ○ 0 ○ NA ○

Learning Objective No. 4 ▼ 4 ○ 3 ○ 2 ○ 1 ○ 0 ○ NA ○

Site Experiences

Became informed about existing institutional policies in order to interpret them for effective use of services and programs 4 ○ 3 ○ 2 ○ 1 ○ 0 ○ NA ○

Contributed to the maintenance of an atmosphere conducive to achieving the goals and objectives of the organization 4 ○ 3 ○ 2 ○ 1 ○ 0 ○ NA ○

Became familiar with the various reports gathered each year, including how information is gathered, processed, routed and the use to which reports are put 4 ○ 3 ○ 2 ○ 1 ○ 0 ○ NA ○

Discussed with supervising professional the criteria used to evaluate services and programs 4 ○ 3 ○ 2 ○ 1 ○ 0 ○ NA ○

Participated in agency activities in the community, as appropriate 4 ○ 3 ○ 2 ○ 1 ○ 0 ○ NA ○

Contributed unique talent to projects 4 ○ 3 ○ 2 ○ 1 ○ 0 ○ NA ○

3 Professional Competencies

Research and information seeking skills 4 3 2 1 0 NA
(knowledge of information sources; ability to determine what the user really wants; use of methods and research)

Technical skills 4 3 2 1 0 NA
(knowledge and web tools, equipment, systems analysis and design, use of computer software/hardware)

Organizational ability 4 3 2 1 0 NA
(ability to organize and follow through on assigned tasks; planning; organization)

Effectiveness of expression (ability to speak and write effectively) 4 3 2 1 0 NA

Skill in presentation, teaching or user guidance 4 3 2 1 0 NA
(ability to teach use of agency materials; ability to stimulate the interest of users)

Interpersonal relationships 4 3 2 1 0 NA
(ability to work cooperatively with the other staff and with the user population)

4 Personal Qualities

Work habits (alertness, thoroughness, dependability, accuracy, punctuality) 4 3 2 1 0 NA

Initiative (creativity, resourcefulness, leadership) 4 3 2 1 0 NA

Responsibility (application to work, conscientious and willingness to serve) 4 3 2 1 0 NA

Adaptability (ability to accept instructions, flexibility) 4 3 2 1 0 NA

Courtesy (rapport with others, sensitivity, responsiveness to users' needs) 4 3 2 1 0 NA

Ability to accept criticism (reacts well to suggestions) 4 3 2 1 0 NA

Judgment (tact, appropriate assertiveness, maturity, self-control) 4 3 2 1 0 NA

Integrity (ethical standards) 4 3 2 1 0 NA

5 Site Evaluation & Comments

Please review your ratings of the student and assign an overall evaluation.

4 3 2 1 0 NA

Comments ▼

If an appropriate position were available,
I would seriously consider this student as a candidate ► Yes No

Site Supervisor Signature ▼

I have seen and discussed this evaluation with my Site Supervisor. Comments ▼

Student Signature ▼

6 Faculty Supervisor Sign-Off

I have seen this evaluation and reviewed the Field Experience paper assigned by me. The student has completed these portions of the Field Experience Requirements. The student earlier has given me his/her 60-hour activity/reflection log.

Recommended Grade (check one) ► P L F

Faculty Supervisor Signature ▼

Faculty Supervisor: Please submit this completed evaluation to the Field Experience Coordinator's mailbox.