



Cooperative Education

Employer Evaluation of Co-op Student

Student _____ Period of Employment _____
 Student's Major _____ Company _____
 Supervisor _____ Contact Information _____

INSTRUCTIONS: The immediate supervisor of the Co-op student is to conduct the evaluation of the student objectively, comparing him/her with other students of comparable academic level or with other personnel assigned to the same or similarly classified jobs. Your comments will assist the Co-op program in responding to employer needs and will also help the student's professional growth. Your assistance and interest in the Co-op program is sincerely appreciated.

Briefly outline the responsibilities assigned to the student:

	Excellent	Good	Satisfactory	Unsatisfactory	N/A
Relations with Others					
Judgment					
Attitude					
Dependability					
Ability to learn					
Quality of Work					
Creativity					
Initiative					
Oral Communication Skills					
Written Communication Skills					
Punctuality					
Quantity of Work					
Ability to Follow Instructions					
Professionalism					
Attendance					
Flexibility					
Grooming					
Acceptance of Criticism/ Suggestions					
Overall Performance					

Additional Remarks:

Supervisor Signature _____ Date _____

Career Center