



HOW IS THE STUDENT DOING?

Work-Based Learning Quarterly Assessment

Dear Employer, we want to check in to make sure that students are meeting the objectives with their Work-Based Learning experience. Please complete the following assessment, sign and return. You'll fill this form out twice, once now, and again in a little while before filling out the Final Assessment (which includes the Career Ready Practices). Thank you for your support.

Employer:

Student's Name:

Please rank your student-employee from 1-5, with (1) being poor and (5) being excellent.

They are punctual and arrive on time or early.	1	2	3	4	5
They are dependable and can be counted on to do what is asked.	1	2	3	4	5
They are self-motivated & find intrinsic desire to perform their work.	1	2	3	4	5
They have a strong work ethic.	1	2	3	4	5
They can follow a schedule and complete tasks in a timely fashion.	1	2	3	4	5
They take initiative and do not delay starting their work.	1	2	3	4	5
They can identify a problem, determine a solution, and implement it.	1	2	3	4	5
Their communication skills are adequate or more for the business world.	1	2	3	4	5
They listen to and comprehend verbal instructions.	1	2	3	4	5
They work well and professionally with their co-workers.	1	2	3	4	5

Areas the student is doing well:

Areas for the student to improve:

If you have any further comments or any concerns, please let us know. Thank you again.

Supervisor's Signature: _____ Date: _____