



Academy of Careers and Technology

390 Stanaford Road, Beckley, WV 25801

Phone: 304-256-4615 Fax: 304-256-4674

STUDENT EVALUATION REPORT

Student Name

Work-Site Supervisor

ATTRIBUTES	EXCELLENT	GOOD	AVERAGE	BELOW AVERAGE	POOR	COMMENTS
Ability to Work with Others						
Attitude Toward Job						
Cooperation						
Customer Relations						
Decision Making						
Follows Directions						
Initiative (Finds Work to do)						
Mathematical Skills						
Oral Communications						
Performs Job Expected						
Personal Appearance						
Practices Good Safety Habits						
Problem Solving						
Quality of Work						
Quantity of Work						
Reaction to Supervision						
Reading Skills						
Related Job Skills						
Technical Knowledge						
Use of Equipment/Tools/Materials						
Use of Working Time						
Willingness to Learn						
Written Communications						
Other						
OVERALL PERFORMANCE						

ATTENDANCE

- Perfect attendance
- Seldom absent with good excuses & advance notification
- Occasionally absent without good excuse or notification
- Frequently absent

PUNCTUALITY

- Always on time
- Seldom late but with good excuse
- Occasionally late without good excuse
- Frequently late

Do you wish an immediate conference with the teacher-coordinator? YES___ NO___

(Signature of Supervisor)

(Date)

Additional Comments: _____
