# Cooperative Education <br> MIDTERM EVALUATION 

## To the Cooperating Employer:

A Midterm Evaluation must be completed for each Co-op student by the individual best able to assess the student's progress. A discussion with the student concerning the evaluation should take place prior to returning the completed form back to the student's designated the Co-op Faculty Supervisor. As this material is used in the consideration of the grading of a student, prompt return of the document is greatly appreciated. The student is very interested in your assessments and welcomes constructive criticism. Your candid observations will be of great assistance to the career development of the Co-op participant. Your continued assistance and support of the Co-op program is sincerely appreciated.

## Spring

Co-op Student Name

Company/Agency Name

Semester

Evaluator's Name

## Does the student:

Shows interest in work assignments? $\square$ Yes $\square$ No
Comments (if applicable):
Works well with co-workers, clients and customers? $\square$ Yes $\square$ No
Comments (if applicable):
Effectively organizes work assignments? $\square$ Yes $\square$ No
Comments (if applicable):
Performs quality work? $\square$ Yes $\square$ No
Comments (if applicable):
Completes an appropriate amount of work? $\square$ Yes $\square$ No
Comments (if applicable):
Comprehends and learns tasks quickly and with ease? $\square$ Yes $\square$ No
Comments (if applicable):
Shows initiative and looks for things to do? $\square$ Yes $\square$ No
Comments (if applicable):
Asks for assistance when needed? $\square$ Yes $\square$ No
Comments (if applicable):
Accepts constructive feedback and suggestions for improvement? $\square$ Yes $\square$ No
Comments (if applicable):
Notifies the supervisor if absent or late for work? $\square$ Yes $\square$ No
Comments (if applicable):

Evaluator's Signature
Title
Date
Please return this completed form to student's designated Co-op Faculty Supervisor, using the contact information provided to you by the participating individual.

