



## CO-OP/INTERNSHIP ASSIGNMENT REPORT STUDENT FINAL SELF-EVALUATION

Name \_\_\_\_\_ Date \_\_\_\_\_  
 Company Name \_\_\_\_\_ Faculty Advisor \_\_\_\_\_  
 Department to Which Assigned \_\_\_\_\_ Phone \_\_\_\_\_  
 Immediate Supervisor \_\_\_\_\_ Title \_\_\_\_\_

### PERFORMANCE SELF-RATING

Paying particular attention to those areas which you indicated on your mid-term evaluation that needed improvement, rate yourself on the same criteria. In the comments section, discuss briefly what specific progress you have made in each area.

CATEGORY	strongly disagree		strongly agree		COMMENTS	
	1	2	3	4		5
Produce a good volume of work	1	2	3	4	5	
Produce quality work	1	2	3	4	5	
Exhibit effective oral communications	1	2	3	4	5	
Exhibit effective written communications	1	2	3	4	5	
Have ability to apply academic training to job	1	2	3	4	5	
Prepare and organize work effectively	1	2	3	4	5	
Take the initiative; a self-starter	1	2	3	4	5	
Adjust to organization's procedures and policies	1	2	3	4	5	

### ADDITIONAL COMMENTS

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

### SITE RATING

- How frequently did your supervisor review your progress with you?  
 Daily \_\_\_ Weekly \_\_\_ Occasionally \_\_\_ Did not review \_\_\_
- Has this experience altered your academic or career goals? Yes \_\_\_ No \_\_\_ Please Explain: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
- All work experiences, regardless of how enjoyable or frustrating, are learning experiences. Describe your most enlightening learning/work experience while participating in this program. \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

White Copy: Career Services  
 Yellow Copy: Student Copy