

## CT-05

### Field Supervisor Evaluation Form

**The field supervisor evaluation represents 40% of the overall student score.**

Student Name:

Student ID:

Phone:

E-mail:

Please, put (✓) in the appropriate rating according to the following criteria:

| No                                          | Evaluation Criteria                                                                  | Score |   |   |   |   |
|---------------------------------------------|--------------------------------------------------------------------------------------|-------|---|---|---|---|
|                                             |                                                                                      | 4     | 3 | 2 | 1 | 0 |
| <b>4: Excellent</b>                         |                                                                                      |       |   |   |   |   |
| <b>3: Very Good</b>                         |                                                                                      |       |   |   |   |   |
| <b>2: Good</b>                              |                                                                                      |       |   |   |   |   |
| <b>1: Acceptable</b>                        |                                                                                      |       |   |   |   |   |
| <b>0: Weak</b>                              |                                                                                      |       |   |   |   |   |
| <b>First: Behavior and Attitude</b>         |                                                                                      |       |   |   |   |   |
| 1                                           | Commitment to attendance and working hours.                                          |       |   |   |   |   |
| 2                                           | Adhering to rules of work conduct and ethics that the job requires.                  |       |   |   |   |   |
| 3                                           | Responding to instructions and directions.                                           |       |   |   |   |   |
| 4                                           | Cooperation with the training supervisor.                                            |       |   |   |   |   |
| 5                                           | Willingness to listen and learn.                                                     |       |   |   |   |   |
| <b>Second: Work Performance</b>             |                                                                                      |       |   |   |   |   |
| 1                                           | Making the most of provided expertise & skills.                                      |       |   |   |   |   |
| 2                                           | Executing work functions during training.                                            |       |   |   |   |   |
| 3                                           | Seeking advice, making discussions, comparisons and linking with previous knowledge. |       |   |   |   |   |
| 4                                           | Ability of completing delegated tasks.                                               |       |   |   |   |   |
| 5                                           | Fast ability to adapt with teamwork and respect organizational rules.                |       |   |   |   |   |
| <b>Final Score of the Student out of 40</b> |                                                                                      |       |   |   |   |   |

| Overall evaluation of student performance. | Excellent | Very Good | Good      | Acceptable | Weak |
|--------------------------------------------|-----------|-----------|-----------|------------|------|
|                                            | 31% - 40% | 21% - 30% | 11% - 20% | 1% - 10%   | 0%   |
| <b>Comments:</b>                           | -----     |           |           |            |      |
|                                            | -----     |           |           |            |      |
|                                            | -----     |           |           |            |      |
|                                            | -----     |           |           |            |      |
|                                            | -----     |           |           |            |      |

Thank you so much. We appreciate your support and interest.

**Filled out by field supervisor and handed to academic supervisor in sealed envelope.**