

Employer Evaluation of Co-op Student

INSTRUCTIONS: Please complete this form and **save your results**. Once you have completed the form please e-mail it to the Forestry Co-op Coordinator tony.loring@ubc.ca or to the Wood Products Processing Co-op Coordinator sudeh.jahan@ubc.ca.

Thank you for taking the time to provide detailed feedback on your co-op student's performance during his/her work term. Your comments will help the student with his/her professional growth, and assist the co-op program in responding to employer needs.

The person who worked most closely with the student, and who is best able to evaluate his/her work, should complete this form. We encourage you to discuss this evaluation with the student before the end of the work term.

Please return this form, keeping a copy for your own reference, during the last week of the student's work term. Your written evaluation is required for the student's completion of the co-op work term. Thank you for your interest in and support of the Faculty of Forestry Co-op Program.

Student Name (first and last)

Student's Position

Start Date

End Date

Employer

Division/Department

City

Province

Supervisor Name

Supervisor Title

Supervisor E-mail

Phone

Comments on the student's overall performance:

Please select the appropriate response to describe the student's performance.

	Exceptional	Good	Satisfactory	Unsatisfactory	N/A
Enthusiasm					
Initiative					
Organization					
Ability to learn					
Attention to detail					
Productivity					
Creativity					
Judgement					
Dependability					
Computer skills					
Interpersonal skills					
Teamwork					
Autonomy					
Punctuality					
Communication					
Ability to follow directions					
Receiving feedback					
Safety					
Overall performance					
Attendance					
Leadership					

Areas of Strength

Areas Needing Improvement

Would you hire this student again if employment were available?

Yes No

If you answered "no" above,
please provide more details

Would you hire another student with similar training?

Yes No

If you answered "no" above,
please provide more details

If possible, please list the projects on which the student worked and the estimated benefits to your company [e.g. cost savings, increased production/revenues). Please indicate whether these benefits are a one-time occurrence or the time period over which they are expected to benefit your company.

This information is very valuable to help the promotion of our program to students, industry partners, and government. Please sign the waiver at the bottom of this page to grant permission to use your comments.

Project

Benefit / Savings (\$)

Time Frame

CO-OP ASSIGNMENT RELEASE

Please indicate what assignment your co-op student is working on for this work term:

Poster Report Presentation

I have seen the student's Co-op Assignment. The assignment does not contain confidential information and may be submitted to the UBC Forestry Co-op Office.

Yes No

EMPLOYER EVALUATION OF UBC CO-OP PROGRAM

Please rate your experience dealing with the Co-op Program and our staff:

	Very Satisfied	Satisfied	Neutral	Unsatisfied	Very Unsatisfied

Have you hired co-op students from other institutions?

Yes No

If yes, how did the preparation of the UBC co-op student(s) compare with those from other institutions?

Better prepared The same Not as well prepared

Comments on the co-op program in general

WAIVER: From time to time, we use employers' comments about students and the co-op program in our promotional materials. Would you allow us to use your comments?

Yes

Form completed by:

Date