



**SUPERVISED FIELD PLACEMENT
SUPERVISOR EVALUATION OF STUDENT
Final Evaluation Report (Due by _____)**

Student's Name _____ Agency _____

Supervisor _____ Title _____

Student's Main Activities _____

Student's # of hours worked this semester _____

1. Did the student meet the learning objectives as outlined in the initial contract?

| | | | |
|--------------------------|-----------------------------|--------------------------|---|
| <input type="checkbox"/> | Met all learning objectives | <input type="checkbox"/> | Met a substantial amount of learning objectives |
| <input type="checkbox"/> | | <input type="checkbox"/> | Met none of the learning objectives |
| Comments/Explanation: | | | |

2. Professional Skills

Considering this student's academic level, how did the student perform in these areas?

| | 5 Superior | 4 Above Average | 3 Average | 2 Below Average | 1 Unacceptable | | N Non-applicable | | | |
|--|---------------|--------------------|--------------|--------------------|-------------------|---|---------------------|---|---|---|
| | | | | | 5 | 4 | 3 | 2 | 1 | N |
| A. Assessment skills: Ability to accurately judge client's needs, problems, or situation. | | | | | | | | | | |
| B. Problem-solving skills: Ability to identify problems and systematically find solutions. | | | | | | | | | | |
| C. Decision-making skills: Ability to find logical and creative alternatives and implement decisions. | | | | | | | | | | |
| D. Counseling skills: Ability to apply counseling techniques effectively. | | | | | | | | | | |
| E. Interviewing skills: Ability to conduct successful interviews. | | | | | | | | | | |
| F. Group interaction skills: Ability to understand and facilitate group process. | | | | | | | | | | |
| G. Speaking skills: Ability to communicate well orally | | | | | | | | | | |
| H. Writing skills: Ability to communicate well in writing. | | | | | | | | | | |
| I. Behavior modification techniques: Ability to apply the procedures and techniques of behavior modification. | | | | | | | | | | |
| J. Resource finding skills: Knowledge of and/or use of community agency resources. | | | | | | | | | | |

3. Work Habits

| | | | | |
|---------------------------|-------------|----------------|-----------------|-----------------------------|
| A. Attendance: | ____ Always | ____ 1 Absence | ____ 2 Absences | ____ Absent 3 or more times |
| B. Punctuality | ____ Always | ____ Late Once | ____ Late twice | ____ Late 3 or more times |
| C. Appropriate Appearance | | ____ Always | ____ Usually | ____ Seldom |



4. Personal Characteristics/Abilities

How would you rate the student's characteristics and ability to work at your setting?

| | 5 Superior | 4 Above Average | 3 Average | 2 Below Average | 1 Unacceptable | | N Non-applicable | | | |
|---|---------------|--------------------|--------------|--------------------|-------------------|---|---------------------|---|---|---|
| | | | | | 5 | 4 | 3 | 2 | 1 | N |
| A. Comprehension of: Instructions and explanations of policies and procedures. | | | | | | | | | | |
| B. Flexibility: Ability to adjust to necessary changes in assignments or schedules. | | | | | | | | | | |
| C. Response to supervision: Ability to take instructions and perform assignments. | | | | | | | | | | |
| D. Independence: Ability to function independently. | | | | | | | | | | |
| E. Acceptance of feedback: Ability to accept helpful or constructive feedback. | | | | | | | | | | |
| F. Enthusiasm and interest: Student's response to his or her assignments and the organization. | | | | | | | | | | |
| G. Client comfort: Did clients/service population appear to be comfortable working with the student. | | | | | | | | | | |

5. Which of the following characteristics has the student demonstrated in field placement?

Check all that apply: Professionalism Maturity
 A positive helping attitude Leadership Abilities
 Other _____

6. List the student's strong points.

A. _____
 B. _____

7. List the student's major areas for improvement.

A. _____
 B. _____

8. If the student were applying for a position similar to the one he/she has just completed, would you employ him/her? (Your answer does not obligate you.) If the answer is no, please comment as to why the student is not acceptable.

9. Please assign a letter grade to indicate the student's overall performance.

A: Excellent B: Above Average C: Average D: Below Average

**THANK YOU FOR YOUR PARTICIPATION
 IN THE HUMAN SERVICES FIELD PLACEMENT PROGRAM**

Date _____ Agency Supervisor Signature _____

Date _____ Student Signature _____

**Return to: Mary M. Rawls, LMSW, Human Services Director
 Midlands Technical College
 PO Box 2408
 Columbia, SC 29202
 (803) 822-3353**

FOR MTC USE ONLY

Weekly reports/other relevant material _____
 Oral presentation _____
 Research paper/Senior project _____
 Final Evaluation _____
TOTAL POINTS _____
FINAL GRADE _____