



# Christian Institute of Arts & Sciences

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## WORK EXPERIENCE EVALUATION FORM

Student's Name: \_\_\_\_\_ Grade: \_\_\_\_\_ 20\_\_\_\_-20\_\_\_\_

Company/Firm Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Phone #: \_\_\_\_\_

Name of Evaluator: \_\_\_\_\_ Position: \_\_\_\_\_

### Responsibilities:

- |          |          |
|----------|----------|
| 1. _____ | 4. _____ |
| 2. _____ | 5. _____ |
| 3. _____ | 6. _____ |

Character Evaluation: E- Excellent G- Good A- Average P- Poor

- |                                |                                |
|--------------------------------|--------------------------------|
| 1. Attitude on the Job _____   | 5. Work Habits _____           |
| 2. Punctuality _____           | 6. Follows Instructions _____  |
| 3. Appearance _____            | 7. Willingness to Learn _____  |
| 4. Completes Assignments _____ | 8. Ability to Handle Job _____ |

Other Comments or Recommendations:

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

NOTICE: This form must accompany the **Work Experience Activity Form** to earn high school credit

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

Supervisor's Signature: _____	Date _____
<small>(Required to validate grade report)</small>	
Grade: A+ <input type="checkbox"/> A <input type="checkbox"/> A- <input type="checkbox"/> B+ <input type="checkbox"/> B <input type="checkbox"/> B- <input type="checkbox"/> C+ <input type="checkbox"/> C <input type="checkbox"/> C- <input type="checkbox"/> D <input type="checkbox"/> F <input type="checkbox"/>	

"I have no greater joy than to hear that my children walk in truth."