STUDENT – WORKER / INTERN EVALUATION

Date/Semester _______________________
Student ____________________________________ Work Site___________________________
School   ____________________________________ Job Title ___________________________

Using your company’s standards, please rate this student in the following areas that best describe his/her performance.

<table>
<thead>
<tr>
<th></th>
<th>Excellent</th>
<th>Surpasses employer’s expectations</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Average</td>
<td>Meets employer’s expectations</td>
</tr>
<tr>
<td>N</td>
<td>Needs improvement</td>
<td></td>
</tr>
<tr>
<td>N/A</td>
<td>Not Applicable</td>
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</tbody>
</table>

Attendance

Reports to work regularly
Arrives to work on time
Notifies employer when late or absent

Excellent Average Needs improvement Not Applicable

Appearance

Dresses appropriately for the workplace
Practices good grooming

Excellent Average Needs improvement Not Applicable

Work Standards/Quality

Shows consistent effort and interest in work
Follows directions
Takes initiative
Works continuously
Works entire shift
Performs quality work
Works independently
Works at acceptable rate/speed
Knows job duties/responsibilities
Adheres to company rules and regulations

Excellent Average Needs improvement Not Applicable

Interpersonal

Works well with company co-workers
Demonstrates positive attitude
Accepts constructive criticism well

Excellent Average Needs improvement Not Applicable

Please write your comments concerning the student-worker.

Strengths observed ___________________________________________________________________
Other ______________________________________________________________________________

Person completing this form _______________________________________ Date ______________

For SFUSD-TOP use only:
Grade ___________ Days absent ___________ SFUSD – TOP Employment Specialist