## School Psychology Internship Fair | College of Education - University of  Arizona

## Student Affairs Fieldwork

## Student Evaluation Form

(To be completed by On-Site Supervisor and student at both midpoint and end of Fieldwork placement)

|  |  |
| --- | --- |
| **Student Name:**  **Academic Program:** **Site:**   | **Midpoint Evaluation Date:**  **Final Evaluation Date:** **On-Site Supervisor:**   |
| **Date of Placement:**   **to**   | **Number of Hours:**   |

The On-Site Supervisor and the Student will each complete one of these forms and share the ratings with each other and the Faculty Supervisor. The completed evaluation forms will be provided to the Faculty Supervisor upon completion of the Fieldwork. The same form will be used for both the midpoint and final evaluations. Please use the following scales during the evaluation process.

**(H) Highly Meritorious** – Learns quickly and is able to utilize new information instinctively.

**(S) Satisfactory** – Takes additional time to learn new information, but is able to utilize the information upon understanding.

**(L) Less than Satisfactory** – Has difficulties learning aspects of the skills required and needs additional support.

**(NA)** – Not applicable to this experience.

|  |  |  |
| --- | --- | --- |
| **Work Skills** | **Mid-point** | **Final** |
| Plans and organizes time effectively |   |   |
| Produces accurate, neat, thorough work |   |   |
| Expresses self well in oral and written work |   |   |
| Is punctual and dependable |   |   |
| Works harmoniously with coworkers |   |   |
| Responds well to supervision |   |   |
| Adheres to organization policies and procedures |   |   |
|  |  |  |
| **Professional Skills** |  |  |
| Communication, e.g., emails and communication with supervisor, studentsExamples:  |   |   |
|  |  |  |
| Individual student contact, e.g., disciplinary hearing, career advisingExamples:  |   |   |
|  |  |  |
| Group Meetings or presentations, e.g., student advising, clubsExamples:  |   |   |
|  |  |  |
| Assessment, e.g., surveys assessing programs, eventsExamples:  |   |   |
|  |  |
|  |  |  |
| Administrative paperwork, e.g., developing and maintaining documents/formsExamples:  |   |   |
|  |  |
|  |  |  |
| Consultation / Community Work, e.g., collaborating with other officesExamples:  |   |   |
|  |  |  |
| Special Projects as assignedExamples:  |   |   |
|  |  |  |
| Participation in staff meetingsExamples:  |   |   |
|  |  |  |
| Professional DevelopmentExamples:  |   |   |
|  |  |  |
| Utilizes research skillsExamples:  |   |   |
|  |  |  |
| Other skills: Examples:  |   |   |
|  |  |  |
| Other skills: Examples:  |   |   |
|  |  |  |
| Over-All Evaluation:  |   |   |

**MID-POINT EVALUATION**

|  |
| --- |
| **Strengths of the Student** |
|  |
| 1.)  | Enter text |
| 2.)  | Enter text |
| 3.)  | Enter text |
| 4.)  | Enter text |
| 5.)  | Enter text |
|  |
| **Areas to Improve / Activities to Improve these Areas** |
|  |
| 1.)  | Enter text |
| 2.)  | Enter text |
| 3.)  | Enter text |
| 4.)  | Enter text |
| 5.)  | Enter text |

**FINAL EVALUATION**

|  |
| --- |
| **Strengths of the Student** |
|  |
| 1.)  | Enter text |
| 2.)  | Enter text |
| 3.)  | Enter text |
| 4.)  | Enter text |
| 5.)  | Enter text |
|  |
| **Areas to Improve / Activities to Improve these Areas** |
|  |
| 1.)  | Enter text |
| 2.)  | Enter text |
| 3.)  | Enter text |
| 4.)  | Enter text |
| 5.)  | Enter text |

|  |
| --- |
| **Midpoint Evaluation****SIGNATURES** |
| **Student:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | **Date:**   |
| **On-Site Supervisor:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | **Date:**   |

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| **Final Evaluation** **SIGNATURES** |
| **Student:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | **Date:**   |
| **On-Site Supervisor:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | **Date:**   |