

THE HASHEMITE UNIVERSITY

FACULTY OF ENGINEERING

Practical Training Student Performance Appraisal

..... Semester 201 /201

Student ID:
Training Period:
Address:

Student Name:
Training place:
Phone:

Department: Engineering
Fax:

As the immediate supervisor, your appraisal of the student performance during practical training is important. Please complete this form and return it to the Faculty of Engineering within one week after training.

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Please check the appropriate boxes if applicable.

Rating Factor	Outstanding	Above average	Satisfactory	Below Average	Unsatisfactory
Dependability Is prompt; follows directions; trustworthy; meets obligations	0	0	0	0	0
Adaptability Catches on quickly; follows detailed instructions well; can switch jobs easily	0	0	0	0	0
Job Attitude Enthusiastic; a good team worker; willing to cooperate; accepts ideas; desires to improve; shows interest; works well with others	0	0	0	0	0
Job Knowledge Has required knowledge and command of job skills; uses skills and knowledge well; a self-starter; seeks improvement	0	0	0	0	0
Quality of Work Does a good job; accurate; neat; consistent	0	0	0	0	0
Quantity of Work Accomplishes acceptable amount of work; fast; eager	0	0	0	0	0
Initiative Works well with minimal supervision; seeks things to do; seeks more responsibility	0	0	0	0	0
Accepts Suggestions Eager to improve; seeks assistance; accepts and adopts constructive criticism	0	0	0	0	0
Loyalty Has feelings for business; keeps confidences; exhibits concern	0	0	0	0	0
Safety Awareness Aware of safety procedures and hazards; appropriately cautious; concerned for orderliness	0	0	0	0	0
Technical Competency Posses good conceptual skills; organizational skills	0	0	0	0	0
The trainee chance in being considered for employment within your organization	0	0	0	0	0
The trainee rank in comparison with engineering trainees from other academic institutions	0	0	0	0	0
Overall Rating	0	0	0	0	0

What suggestions do you have for the student that might increase his/her value to the organization and further his/her professional development?

Name:-----

Position:-----

Signature & Stamp:-----

Date:-----