To the Practicum Site Supervisor:
Please complete the following form regarding the CFS Practicum Student’s work with your organization this term. Note that we ask you to recommend a letter grade and review this evaluation with the student at the conclusion of the practicum experience. Thank you for your assistance.

Assessment of Professional Qualities/Behaviors

Instructions: Please evaluate the student’s practicum performance by placing a check mark in the appropriate box.

Quality of work. Student’s work exhibited a degree of thoroughness, completeness; performance met agency’s professional standards; could adapt to circumstances and client needs; put forth extra effort.

- Outstanding
- Satisfactory
- Needs improving

Job knowledge. Student exhibited an ability to quickly learn and understand role/responsibilities; applied knowledge to new situations; learned from mistakes.

- Outstanding
- Satisfactory
- Needs improving

Dependability. Extent to which student could be counted on to carry out instructions and get job done in timely manner; was reliable, trustworthy, showed regular attendance.

- Outstanding
- Satisfactory
- Needs improving

Attitude. Student cooperated with agency policies; had a professional attitude and demeanor; expressed enthusiasm, adaptability and an interest in work.

- Outstanding
- Satisfactory
- Needs improving

Initiative. Extent to which student was a self-starter; sought responsibilities; expressed willingness to meet challenges and make suggestions.

- Outstanding
- Satisfactory
- Needs improving

Judgment. Student’s decisions and actions based on sound reasoning; showed degree of common sense and discretion.

- Outstanding
- Satisfactory
- Needs improving

Human relations skills. Student worked effectively with co-workers and other agency staff; worked effectively with children, youth and families as appropriate to setting/position; ability to respond respectfully to diverse groups.

- Outstanding
- Satisfactory
- Needs improving

The student demonstrated professional standards of ethical conduct during the course of this practicum placement.

- Yes
- No

Comments:
Assessment of Professional Growth

Instructions: Please respond to the following questions, providing specific examples wherever possible.

What knowledge, strengths, and attitudes did the student display during this practicum?
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

What skills and competencies did the student develop during this term?
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

If any boxes on the previous page were checked “Needs improving” please provide more information here on how the student could improve.
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

Other comments:
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

Overall Performance:
☐ Outstanding ☐ Very Good ☐ Satisfactory ☐ Needs Improving ☐ Unsatisfactory

Recommended Letter Grade __________

Practicum Site Supervisor signature __________________________ Date __________

My Practicum Site Supervisor has reviewed this completed evaluation with me.

CFS Student signature __________________________ Date __________