

**PURDUE UNIVERSITY
COOPERATIVE EDUCATION PROGRAM STUDENT WORK
SESSION RECORD AND EVALUATION**

Fall Spring Summer 20

This completed form should be reviewed with your Supervisor and Employer Coordinator two weeks before the end of the work period.

Student: _____ Work Period No. 1 2 3 4 5 6

Major: _____ Option: _____ Graduation Date: _____

Purdue Faculty Coordinator: _____

Co-Op Employer: _____ Division: _____

Department: _____

Address: _____

Position Title: _____

Briefly describe your work assignment. List tasks and level of responsibility. List new skills learned during this Co-Op session.

Supervisor:

Employer Coordinator:

Work Period Starting Date:

Anticipated Completion Date:

Regular Working Hours: Daily from to ; Saturday to

Regular overtime by days and hours, if any: Average overtime per week (in hours)

Times Absent:

Causes:

Gross Pay Rate: per Hour Week Month Estimated Total Gross Period Income:

Latest Change in Gross Pay from to per Hour Week Month Change effective:

Co-Op Student Signature

Please rate the OVERALL quality and value of this Work Session by choosing one of the following:

OUTSTANDING ABOVE AVERAGE SATISFACTORY BELOW AVERAGE UNSATISFACTORY

On a scale of one to five, rate the following characteristics of your Co-Op assignment and your Co-Op employer:

1. Relationship of work to your academic/career interests.

No Relationship Highly Related

1 2 3 4 5

COMMENTS

2. Were you adequately prepared academically for your assignment?

Under Prepared Over Prepared

1 2 3 4 5

3. Were you adequately challenged by your work assignment?

Little Challenge Overwhelmed

1 2 3 4 5

4. Employer's understanding and management of the Co-Op Program.

Poor Excellent

1 2 3 4 5

5. Supervision and Guidance during your Co-Op assignment.

Poor Excellent

1 2 3 4 5

6. Your relationship with your fellow employees.

Poor Excellent

1 2 3 4 5

7. Overall evaluation of your employer as a Co-Op participant.

Poor Excellent

1 2 3 4 5

