**Cooperative Education Evaluation From**

**(For Cooperative Education Advisor )**

**Job No.** 🞏🞏-🞏-🞏🞏-🞏🞏🞏🞏

Company’s Name : ………………………………...…………………………………………………………………………

Address : ………………………………………………………………………………………………………………………

…………………………………………………………………………………………………………………………………

E-mail : ………………………………………………………………………………………………………………………..

List of Student

Student’s Name Major/Faculty Student’s Signature

1. …………………………………….. …………………….………………………. ……………………….

2. …………………………………….. …………………….………………………. ……………………….

3. …………………………………….. …………………….………………………. ……………………….

4. …………………………………….. …………………….………………………. ……………………….

5. …………………………………….. …………………….………………………. ……………………….

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( ………………………………………………..)

Advisor’s Signature (RMUTT)

Date ………………………………..………

Time ……………….. to ………….………

…………….………..…………………………

( ……………….…..…………………………)

**Job Advisor**

Position …………………………………………………………….

Date …………………………………………………..………

**Part 1 : Advisor’s Evaluation**

Student Name ……………………………………. Student ID ………….……… Major/Faculty ….……..………………...

Company Name /Employer Name ………………………………………………………………………………………………

Meeting Date ………………………………… Advisor’s Name …………………………………………....…………………

Check List : List of documents that must be sent back to the Faculty/University

🞏 Accommodation form 🞏 Working Plan

🞏 Information of Job Supervisor 🞏 Project Information

**Note** : Please check 🞏 on 5, 4, 3, 2, or 1 that best describes the student’s performance.

5 = Excellent 4 = Very good 3 = Fair 2 = Poor 1 = Very poor

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| --- | --- | --- | --- | --- | --- |
| **Content** | **5** | **4** | **3** | **2** | **1** |
| **1. Job responsibility** |  |  |  |  |  |
| 1.1 Showing high responsibility for the assigned tasks |  |  |  |  |  |
| 1.2 Being Enthusiastic to do the job |  |  |  |  |  |
| 1.3 Showing improvement/progress to do the job |  |  |  |  |  |
| 1.4 Having time management skills for maxi mixing benefit |  |  |  |  |  |
| 1.5 Submitting job progress report |  |  |  |  |  |
| **2. Working Ability** |  |  |  |  |  |
| 2.1 Basic knowledge of the job |  |  |  |  |  |
| 2.2 Ability to utilize knowledge to the tasks assigned |  |  |  |  |  |
| 2.3 Ability to plan and foresight |  |  |  |  |  |
| 2.4 Ability to meet deadlines |  |  |  |  |  |
| 2.5 Ability to learn new things |  |  |  |  |  |
| **3. Personal Attributes** |  |  |  |  |  |
| 3.1 Follow rules and regulations |  |  |  |  |  |
| 3.2 Punctual |  |  |  |  |  |
| 3.3 Obedient |  |  |  |  |  |
| 3.4 Hardworking |  |  |  |  |  |
| 3.5 Reliable Ethics and morality |  |  |  |  |  |
| 3.6 Creative |  |  |  |  |  |
| 3.7 Self - confident |  |  |  |  |  |
| 3.8 Pleasing Personality |  |  |  |  |  |
| 3.9 Teamworking |  |  |  |  |  |
| 3.10 Resourceful |  |  |  |  |  |
| **Scores** |  |  |  |  |  |
|  | **Total Scores** | | | |  |

**Comments :** ……......................................................................................................................................................................

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**Part 2** : **For evaluating company by cooperative education student**

Company ’s Name ….……………………………………………………………………………………………………………

Student Name ………………….………. Student ID No …………………………… Major/Faculty ……………………......

Meeting Date ……………………………..……………… Advisor Name ……………………........…………………………

**Note** : Please 🞏 on 5, 4, 3, 2, or 1 for the evaluation

5 = Excellent 4 = Very good 3 = Fair 2 = Poor 1 = Very poor

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| --- | --- | --- | --- | --- | --- |
| **Content** | **5** | **4** | **3** | **2** | **1** |
| **1. Understanding of cooperative education philosophy** |  |  |  |  |  |
| **2. Managing and supporting cooperative education** |  |  |  |  |  |
| 2.1 Collaboration on Cooperative education student between job Supervisor and personnel administration |  |  |  |  |  |
| 2.2 Advice from personnel administration |  |  |  |  |  |
| 2.3 Colleagues |  |  |  |  |  |
| 2.4 Equipment instruments |  |  |  |  |  |
| 2.5 Compensations |  |  |  |  |  |
| **3. Job specification** |  |  |  |  |  |
| 3.1 Quantity |  |  |  |  |  |
| 3.2 Quality |  |  |  |  |  |
| 3.3 Assigned job related to the field of the study |  |  |  |  |  |
| 3.4 Assigned job related to job description |  |  |  |  |  |
| 3.5 Assigned job met student interests |  |  |  |  |  |
| **4. Job assignment and supervised by the job supervisor** |  |  |  |  |  |
| 4.1 Supervising throughout the cooperative education period |  |  |  |  |  |
| 4.2 Ability and knowledge of the job supervisor |  |  |  |  |  |
| 4.3 Counseling time |  |  |  |  |  |
| 4.4 Willing to give any advices |  |  |  |  |  |
| 4.5 Evaluating and correcting student’s report |  |  |  |  |  |
| 4.6 Managing tasks planning |  |  |  |  |  |
| **5. Overall of the company** |  |  |  |  |  |
| **Scores** |  |  |  |  |  |
|  | **Total Scores** | | | |  |

**Comments :** ……......................................................................................................................................................................

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