

# COOPERATIVE WORK EXPERIENCE FACULTY EVALUATION

OLYMPIC COLLEGE  
Cooperative Education and Internship Program  
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QUARTER: \_\_\_\_\_ DATE DUE: \_\_\_\_\_

Student \_\_\_\_\_ Faculty \_\_\_\_\_

## TRAINING AGREEMENT

*Percentage of final grade: 10 points*

The total number of points for assignment evaluated as follows:

Submitted on time 10 points

Submitted late -5 points

**Due by the second week of quarter:** signed by the Faculty Coordinator, Student, Employer, and Co-op Coordinator

## LEARNING OBJECTIVES

*Percentage of final grade: 20 points*

The total number of points for assignment evaluated as follows:

Acceptable 20 points

Unacceptable 0 points

**Due by the second week of the quarter:** a planned program of work experience which includes new or expanded learning opportunities beyond those required as part of normal job duties or regular classroom work. At least three (3) clearly stated learning objectives (or one objective for each credit enrolled in Cooperative Work Experience).

## WORK JOURNAL

*Percentage of final grade: 25 points*

The total number of points for assignment evaluated as follows:

Excellent 25-21 points

Very Good 20-15 points

Satisfactory 15-10 points

Poor 10-5 points

Did not turn in journal 0 points

**Due every two weeks of the quarter** (or other agreed upon schedule): A tool used to engage students in a cycle of experience and reflection. Journal entries integrate classroom themes and personal reflection with a daily log of activities.

## STUDENT EVALUATION

*Percentage of final grade: 10 points*

The total number of points for assignment evaluated as follows:

Acceptable 10 points

Unacceptable 0 points

**Due two weeks before finals:** evaluation of student's experience provides an assessment of their performance.

## WORK-SITE VISIT

*Percentage of final grade: 10 points*

The total number of points for assignment evaluated as follows:

Acceptable 10 points

Unacceptable 0 points

**Due during mid-quarter:** The student is responsible for coordinating a visit to the work-site with the faculty coordinator and supervisor.

## EMPLOYER EVALUATION

*Percentage of final grade: 25 points*

The total number of points for assignment evaluated as follows:

Excellent 25-19 points

Very Good 18-12 points

Satisfactory 11-6 points

Poor 5-0 points

**Due two weeks before finals:** An evaluation of the student's performance by the employer is based upon competencies and skills applied to the work experience and completion of learning objectives.

## GRADING SCALE

(95-100 %)	3.9-4.0 — A	(85-86 %)	3.1-2.9 — B	(74-76 %)	2.1-1.9 — C	(65-68 %)	1.1-0.9 — D
(90-94 %)	3.5-3.8 — A-	(80-84 %)	2.8-2.5 — B-	(70-73 %)	1.5-1.8 — C-	(60-64 %)	0.8-0.7 — D-
(87-89 %)	3.4-3.2 — B+	(77-79 %)	2.4-2.2 — C+	(67-69 %)	1.2-1.4 — D+	Below 60 %	0.0 — F