

HERITAGE HIGH SCHOOL
Cooperative Work Experience Training Plan
& Employer Evaluation

7825 NE 130th Avenue • Vancouver • WA • 98682
(360) 604-3400 • FAX (360) 604-3402

STUDENT NAME _____

EMPLOYER: _____ Phone _____

SUPERVISOR(S): _____

Current Grade: 10___ 11___ 12___ CTE Program : Ag___ Bus___ Mkt___ T/I___ D.O___ FACE___

DESIGNATED CAREER PATHWAY _____

OCCUPATIONAL GOAL _____

CURRENT JOB TITLE: _____ Average number of hours per week _____

*(Refer to the attached Training Agreement/Training Plan for the Learning Objectives Summary.
The objectives below are the articulated objectives that this student will be working on.)*

The student will be assessed on the following **learning objectives** for the period beginning _____ and ending _____. Each objective should be *measurable* and describe an *accomplishment*, such as a *skill*, *knowledge* or a *behavior* that the student has shown growth in.

OBJECTIVE #1

Date expected to complete objective: _____

Evaluation: Consistently Meets Objective _____ Usually Meets Objective _____ Seldom Meets Objective _____

Comments :

OBJECTIVE #2

Date expected to complete objective: _____

Evaluation: Consistently Meets Objective _____ Usually Meets Objective _____ Seldom Meets Objective _____

Comments :

OBJECTIVE #3

Date expected to complete objective: _____

Evaluation: Consistently Meets Objective _____ Usually Meets Objective _____ Seldom Meets Objective _____

Comments :

OBJECTIVE #4

Date expected to complete objective: _____

Evaluation: Consistently Meets Objective _____ Usually Meets Objective _____ Seldom Meets Objective _____

Comments :

OBJECTIVE #5

Date expected to complete objective: _____

Evaluation: Consistently Meets Objective _____ Usually Meets Objective _____ Seldom Meets Objective _____

Comments :

GENERAL EVALUATION

SCALE: 3 = Exceeds expectations 2 = Meets Expectations 1 = Needs more work

ATTITUDE TOWARD WORK

- ___ Uses time effectively
- ___ Dresses appropriately for the job
- ___ Exhibits cleanliness, good hygiene
- ___ Demonstrates continual improvement
- ___ Plans ahead to rearrange schedule

RELATIONS WITH OTHERS

- ___ Cooperates with supervisors
- ___ Works well within a team
- ___ Accepts suggestions
- ___ Willing to change

DEPENDABILITY

- ___ Is on time to work
- ___ Remains until required hours are completed
- ___ Alerts supervisor if absent

JOB GROWTH/SKILL IMPROVEMENT

- ___ Performs well under pressure
- ___ Shows continual improvement
- ___ Works independently
- ___ Understands and follows directions
- ___ Learns well, understands responsibility

QUALITY OF WORK/PRODUCTIVITY

- ___ Works independently
- ___ Uses care with equipment and materials
- ___ Performs quality work
- ___ Level of productivity, adds value to workplace
- ___ Shows leadership in carrying out tasks and assignments

Employer Signature

Date

Student Signature

Date

Work-Based Learning Coordinator Signature

Date