Springfield Township High School
Work Study Program: Student Appraisal Form

Student: _____ **Marking Period: _____** **Due: _____**

Sponsor: _____ **Sponsor Signature: _____Business: _____**
Average Hours Worked per week:_____

Please evaluate the student's Work Study performance by filling out the chart below.

Student Performance Observed	10	9	8	7	6	5	4	3	2	1
General Conduct: Courtesy, honesty, sense of humor, friendliness										
Appearance: Appropriate dress, hygiene										
Punctuality: Arrives on time										
Ability to Learn: Learns work methods with reasonable amount of instruction, retains instructions										
Dependability: Accepts responsibility, completes tasks in a timely manner										
Accepts Criticism: Open-minded, respectful, no excuses										
Interest: Asks questions, enthusiastic about job										
Self Reliance: Works well independently										
Meets Internship Objective: Does what you ask and need										
Accountability: Notifies in advance of absence or tardiness										

Comments/Concerns: