



**MT. SAN ANTONIO COLLEGE**  
**WORK EXPERIENCE (WE) EDUCATION**  
(Final Evaluation)  
**Student Work and Hours Report**

Student Name: \_\_\_\_\_ Date: \_\_\_\_\_

WE/Internship Site Name: \_\_\_\_\_

Supervisor Name: \_\_\_\_\_

Work Site Supervisor: Thank you for your participation. Please complete both sides of this form, including the total number of hours that the student worked, and sign this form on the other side.

When answering the questions below, please refer to the objectives in the **Learning Contract**:

Objective 1:

(from **Learning Contract**)

What was learned based on  
criteria established?

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Objective 2:

(from **Learning Contract**)

What was learned based on  
criteria established?

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Objective 3:

(from **Learning Contract**)

What was learned based on  
criteria established?

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Objective 4:

(from **Learning Contract**)

What was learned based on  
criteria established?

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*Continued on back*



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**(To be Completed by Site Supervisor)**

*Please rate each learning objective in terms of achievement by checking the appropriate number.*

	Excellent	Good	Satisfactory	Not Met	Non-Applicable
Accomplishment of Objective #1	5	4	3	2	1
Accomplishment of Objective #2	5	4	3	2	1
Accomplishment of Objective #3	5	4	3	2	1
Accomplishment of Objective #4	5	4	3	2	1

Comments: \_\_\_\_\_

Your objective evaluation enables us to provide additional guidance for the student.

Please rate each competency below with a checkmark.

	Excellent	Meets Expectation	Needs Improvement	Not Applicable
1. Demonstrates habits of punctuality and attendance			.	
2. Consistently meets deadlines			.	
3. Learns from & works collaboratively with diverse cultures, races, ages, genders, religions, lifestyles and viewpoints			.	
4. Exhibits initiative, alertness, and enthusiasm			.	
5. Articulates thoughts/ideas clearly & effectively			.	
6. Exhibits professional verbal & written communication skills			.	
7. Dependability with minimal supervision			.	
8. Maintains personal hygiene and dress appropriately for work performed			.	
9. Demonstrates integrity & ethical behavior			.	
10 Exercises sound reasoning & analytical thinking			.	

Comments: \_\_\_\_\_

Please comment if rating given is needs improvement \_\_\_\_\_

☐ Check if you would like student to return for an additional semester

Total hours student worked for entire assignment: \_\_\_\_\_

1 unit	2 units	3 units	4 units
54-107 hours	1108-161 hours	162-215 hours	216-269 hours

WE/Internship Supervisor's Signature

Date