



# COOP REPORT APPRAISAL

ID No. 

Form Number

FM:CO4-2-10

Edit : 00

March 1, 2013

## Instructions

JOB NO. 

1. Students' job performances must be evaluated by their academic adviser and job supervisor or any designated individual in the company.
2. The evaluation contains 14 items, all of which must be filled in.
3. Kindly write the points in each designated boxes.  points  If no information is given, please mark -- in the box and please provide additional comments (if any)
4. Once the evaluation is completed please put this document in an envelope with a "CONFIDENTIAL" seal and give it to the co-op student to return it to the Center for Cooperative Education and Career Development (CCECD) as soon as he/she returns to the University.

To: The Director of the Center for Cooperative Education and Career Development

This is the report on the evaluation of co-op student's performance

### *Work Term Information*

Full Name of Student \_\_\_\_\_ Student ID No. \_\_\_\_\_

Program/School \_\_\_\_\_ Institute \_\_\_\_\_

Name of Employer/Organization \_\_\_\_\_

Full Name of Evaluator \_\_\_\_\_

Position \_\_\_\_\_ Department \_\_\_\_\_

Email \_\_\_\_\_ Telephone Number: \_\_\_\_\_ Fax: \_\_\_\_\_

### *Report title*

Thai \_\_\_\_\_

English \_\_\_\_\_

Items	
1. Acknowledgement .....	<input type="text"/> 5 points <input type="text"/>
2. Abstract .....	<input type="text"/> 5 points <input type="text"/>
3. Figures and Table of Contents .....	<input type="text"/> 5 points <input type="text"/>

Items	
4. Objectives .....	5 points <input type="text"/>
5. Method of Education .....	5 points <input type="text"/>
6. Result .....	20 points <input type="text"/>
7. Analysis .....	10 points <input type="text"/>
8. Conclusion .....	10 points <input type="text"/>
9. Recommendation .....	5 points <input type="text"/>
10. Idiom and Meaning .....	10 points <input type="text"/>
11. Spelling .....	5 points <input type="text"/>
12. Pattern .....	5 points <input type="text"/>
13. References .....	5 points <input type="text"/>
14. Appendix .....	5 points <input type="text"/>

*Other Comments*

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Evaluator's Signature.....  
 (.....)  
 Position.....  
 Date.....

<b><i>Co-op Ed./Internship (Staff Only)</i></b>	
Total Score for items 1-14 =	_____ points
Total =	_____ points
	100

**Note :**

*Please fill out the evaluation form within the time limit. The CCECD will not allow students to pass if the assessment is late.*