



# SSA Student Evaluation and Interview Form

☐ SSA 11 A    ☐ SSA 11 B    ☐ SSA 12A    ☐ SSA 12 B

Student Name:	Phone:
Placement:	Workplace Contact:
Workplace Address:	Workplace Phone:
Home School:	PEN:

Student Communication Log	
Date	Notes
Click here to enter a date.	Student Orientation
Click here to enter a date.	ITA Registration Form
Click here to enter a date.	ITA Registration Card
Click here to enter a date.	ITA Training Reports
Click here to enter a date.	Pay Stubbs
Click here to enter a date.	Reviewed Student Resume
Click here to enter a date.	Student Interview
Click here to enter a date.	
Click here to enter a date.	

Employer Communication Log	
Date	Notes
Click here to enter a date.	Employer Orientation
Click here to enter a date.	Workplace Observation
Click here to enter a date.	Supervisors Report Review
Click here to enter a date.	
Click here to enter a date.	
Click here to enter a date.	



Student Interview Discussion Starters

Evidence Shown	Interview Question
	What are the safety hazards that exist in your workplace? What special steps do you follow or equipment do you use to make sure you are staying safe while working?
	Identify three or four employability skills that are essential for you to be successful in this workplace.
	Give me some examples of how your performance improved by taking feedback from your supervisor or others in your workplace.
	Tell me about a problem you experienced while in this workplace and how you solved it.
	Describe how you function as part of a workplace team in this workplace environment.
	Thinking about your future, when this work experience is done, who or where can you go for help to make future decisions about career issues?
	How has this work experience helped you determine your future goals? Will you pursue this trade?
0	Total out of 28 (4 points per question)

Student Interview Assessment Rubric

4	3	2	1
Exceeds Expectations  - Student is able to answer the question with many specific examples drawn from their workplace experience  - Is able to tie together multiple trade concepts to give complete, thoughtful and articulate answers to the question  - Demonstrates a clear understanding of course objectives related to the question  - Always using terminology consistent with the expectations for the trade	Fully Meets Expectations  - Student is able to answer the question with a specific example drawn from their workplace experience  - Is able to tie together trade concepts to answer to the question  - Demonstrates some understanding of course objectives related to the question  - Sometimes using terminology consistent with the expectations for the trade	Minimally Meets Expectations  - Student is able to answer the question  - Is able to tie the question  - Demonstrates minimal understanding of course objectives related to the question  - Limited use of terminology consistent with the expectations for the trade	Does Not Meet Expectations  - Student is not able to answer the question  - Student is not able to answer the question  - Demonstrates no understanding of course objectives related to the question  - Never uses terminology consistent with the expectations for the trade

Course Evaluation Record

Student Journal and Self-Evaluation			25
Workplace Evaluation			80
Student Evaluation and Interview Form			28
TOTAL	%	0	133

Work Experience Hours Completed:	
Final Evaluation Date:	<a href="#">Click here to enter a date.</a>
Teacher Signature:	Dean Whitson/Brett McLean