**FACULTY OF ENGINEERING WORKPLACE TRAINING / PRACTICE / EXPERIENCE COURSE**

**20…/ 20… YEAR …….. SEMESTER END EVALUATION REPORT**

**STUDENT INFORMATION**

Name and Surname:

Student Number :

Department :

Telefon No :

**INFORMATION ABOUT THE FACULTY MEMBER WHO MADE THE ASSESSMENT**

Name and Surname:

Title :

Department :

Course Code :

Telefon No :

**BUSINESS / COMPANY INFORMATION**

Name :

Address :

Production and Service Area:

Phone Number :

E- mail Address :

Telefon No :

**INFORMATION ABOUT THE PLACE OF WORK THAT MAKES THE ASSESSMENT**

Name and Surname :

Title :

Department/Mission :

Phone Number :

Telephone No :

**FACULTY OF ENGINEERING WORKPLACE TRAINING / PRACTICE / EXPERIENCE COURSE**

**20…/ 20… YEAR …….. SEMESTER END EVALUATION REPORT**

**This section will be filled by the student who applies the work experience program.**

|  |  |  |
| --- | --- | --- |
| **CONTROL CRITERIA** | **YES** | **NO** |
| Has the Hami Evaluation Report been delivered at the End of the Semester? |  |  |
| Workplace Program Daily Attendance Schedule completed and mentor approved? |  |  |
| Did you answer all the questions in the Workplace Experience course report? Are the answers given in accordance with the spelling rules? |  |  |
| Has the Workplace Experience End of Term Evaluation Report been submitted? |  |  |
| Have all pages of the Report Book (including appendices) been approved by the mentor? |  |  |
| Are annexes mentioned in the report and are they all included in the report? |  |  |
| Is the report binding done in accordance with the rules? |  |  |
| Did the workplace mentor and the instructor in charge of the course have face-to-face or online meetings at least twice? |  |  |

**This section will be filled by the faculty member who evaluates the workplace experience program.**

|  |  |  |
| --- | --- | --- |
| **CONTROL CRITERIA** | **YES** | **NO** |
| Has the End of Term Guardian Evaluation Report been submitted? |  |  |
| Has the Workplace Program Daily Attendance Schedule been completed and has the mentor approved? |  |  |
| Did you answer all the questions in the Workplace Experience course report? Are the answers given in accordance with the spelling rules? |  |  |
| Has the Workplace Experience End of Term Evaluation Report been submitted? |  |  |
| Have all pages of the Report Book (including appendices) been approved by the mentor? |  |  |
| Are annexes mentioned in the report and are they all included in the report? |  |  |
| Is the report binding done in accordance with the rules? |  |  |
| Did the workplace mentor and the instructor in charge of the course have face-to-face or online meetings at least twice? |  |  |