

**ALABAMA STATE UNIVERSITY
COUNSELOR EDUCATION PROGRAM
FINAL EVALUATION FORM**

Name: _____ **CWID** _____ **Site:** _____

Classification: Select Classification **Semester:** Select Semester->

Evaluation Period: Select-----> **Enter Date (MM/DD/YYYY)** _____ **Level:** Select Level-->

Instructions: Please rate the candidate on the following dispositions associated with initiative and ability, attitudes and character traits, and knowledge and skills using the rating scale provided.

A. INITIATIVE AND ABILITY		Unsatisfactory (1)	Needs Improvement (2)	Area of Strength (3)	Demonstrates Excellence (4)	Not Applicable (0)
A1	Became familiar with school/agency policies and procedures.					
A2	Exhibited interest in becoming involved in school/agency activities.					
A3	Sought opportunities to facilitate learning (reading, training, visiting other programs, etc.).					
A4	Demonstrated resourcefulness and creativity.					
A5	Demonstrated preparedness for counseling, supervision, and staffing.					
A6	Was dependable in attendance and punctuality.					
A7	Took initiative and sought assignments.					
A8	Followed directions and completed assigned tasks.					

NOTES:

B. ATTITUDES AND CHARACTER TRAITS		Unsatisfactory (1)	Needs Improvement (2)	Area of Strength (3)	Demonstrates Excellence (4)	Not Applicable (0)
B1	Established open and honest relations with others.					
B2	Exhibited respect for staff and clients					
B3	Showed enthusiasm and interest for counseling.					
B4	Demonstrated attentiveness to ethical issues.					
B5	Demonstrated sensitivity to multicultural issues.					
B6	Adapted well to new and unexpected situations.					
B7	Demonstrated the ability to communicate clearly via writing.					
B8	Was able to admit mistakes and accept responsibility					

NOTES

C. KNOWLEDGE AND SKILLS		Unsatisfactory (1)	Needs Improvement (2)	Area of Strength (3)	Demonstrates Excellence (4)	Not Applicable (0)
C1.	Comprehended school/agency's role within the larger community.					
C2.	Comprehended the responsibilities and procedures of the administrative role in counseling.					
C3.	Competent and responsible use of school/ agency resources, facilities, and technology.					
C4.	Organized time and activities in a way that required self-discipline.					
C5	Sought supervision and consultation with staff.					

C6	Exhibited problem-solving ability.					
C7	Demonstrated the ability to communicate clearly using oral skills.					
C8	Demonstrated empathy and listened to the feelings and concerns of others.					
C9	Was aware of potential counter-transference issues.					
C10	Demonstrated awareness of personal strengths and weaknesses in relation to counseling activities.					

NOTES

D. GENERAL EVALUATION		Unsatisfactory (1)	Needs Improvement (2)	Area of Strength (3)	Demonstrates Excellence (4)	Not Applicable (0)
D1	Overall evaluation of the student's successful accomplishment of the practicum/Internship.					
D2	Overall evaluation of the student's readiness for entrance into the profession.					

NOTES

Student Signature: _____ Doe.Jane

Date: _____

Site Supervisor Signature: _____

Date: _____

University Supervisor _____

Date: _____

