

# San Bernardino Valley College

## Cooperative Work Experience

### Student Performance Objectives

Please Print!

Last Name \_\_\_\_\_ First Name \_\_\_\_\_

Instructor's Name \_\_\_\_\_ Fall \_\_\_\_\_ Spring \_\_\_\_\_ Summer 20 \_\_\_\_\_

Work Site Name \_\_\_\_\_ Address \_\_\_\_\_

Name of Supervisor \_\_\_\_\_ Supervisor's Phone \_\_\_\_\_

The student must, with the cooperation of the workplace supervisor, establish **three (3)** performance objectives. These objectives should relate to the student's vocational goals, present position of employment and/or academic major. The objectives should be specific, measurable, and within the student's ability to accomplish within the time frame of the course. The objectives may represent improvement of existing skills, or acquisition of new skills. *Adoption of these objectives is subject to the Instructor's approval.*

1. Objective

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

How Measured

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

2. Objective

How Measured

3. Objective

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

How Measured

Office Use Only  
Supervisor Rating\*

Initial \_\_\_\_\_  
Date \_\_\_\_\_

**\*Rating Scale** Supervisor: Near the end of the semester, please use the numerical rating scale below to rate the degree of accomplishment for your employee in meeting each objective. Mark rating in the shaded boxes on the right side of form, initial and date where indicated.

- |                                 |                             |
|---------------------------------|-----------------------------|
| 1. Limited progress             | 2. Average accomplishment   |
| 3. Above average accomplishment | 4. Excellent accomplishment |

### Agreement

*Signatures below signify agreement to and approval of the Student Performance Objectives listed above. Furthermore, the student agrees to comply with guidelines and directives as listed in the Work Experience Handbook and/or the course syllabus. The employer and SBVC agree to provide the necessary supervision and counseling to insure that a maximal education experience may be achieved by the student. The employer agrees to comply with civil rights laws and not to discriminate against student.*

Student \_\_\_\_\_ Date \_\_\_\_\_ Supervisor \_\_\_\_\_ Date \_\_\_\_\_ Work Experience Instructor \_\_\_\_\_ Date \_\_\_\_\_