

EXPLANATION OF THE EVALUATION PROCESS

To evaluate the student's social work practice competence, the field instructor and student jointly review the student's performance in terms of the criteria specified in this evaluation instrument. Following their review and discussion, the field instructor completes this instrument using the following scale to evaluate the student's practice performance:

- 5 = Outstanding. Student consistently exceeds criteria.**
- 4 = Very good. Student meets criteria all the time, exceeds at times.**
- 3 = Good/Acceptable. Student meets criteria.**
- 2 = Needs Improvement. Student meets criteria inconsistently.**
- 1 = Unacceptable. Student rarely or never meets criteria.**
- NA = Does not apply**

The Field Practicum III section of this form should be completed when student finishes the first 225 hours of placement. The Field Practicum IV section of the form should be completed after the student finishes the second 225 hours of placement. This evaluation instrument is designed to allow field instructors and students to track progress on related objectives in Field Practicum III and Field Practicum IV and to compare and contrast mastery of the objective across semesters.

Following completion of the instrument, the student reviews it and writes comments in the section indicated. If the student wishes, he or she may append an additional statement to the instrument. Finally, the field instructor and student both sign and date the instrument. The field instructor sends the instrument to the Office of Field Education, as described below. The Office of Field Education forwards the form to the faculty field liaison, who reviews and confirms the grade recommendations.

Instructions for Field Practicum III Evaluation

Field Instructor should:

- 1). Retain the original copy of this document for use in evaluation of Field Practicum IV;
- 2). Send one copy with original signatures to the Office of Field Education;
- 3). Provide a copy a student.

Instructions for Field Practicum IV Evaluation

Field Instructor should:

- 1). Make 2 copies of signed document so that both field instructor and student have one for their individual files;
- 2). Send the original document, with signatures, to the Office of Field Education.

**UNIVERSITY OF HOUSTON
GRADUATE COLLEGE OF SOCIAL WORK**

Concentration Year Field Instruction

EVALUATION OF STUDENT PERFORMANCE

STUDENT: _____

AGENCY: _____

(Address)

(City)

(State)

(Zip Code)

FIELD INSTRUCTOR: _____

INSTRUCTOR TELEPHONE: _____

Field Course:

INSTRUCTOR EMAIL: _____

SEMESTER: _____

YEAR: _____

SUMMARY OF STUDENT'S PRIMARY RESPONSIBILITIES

