

REC 46 3 - Senior Practicum
Student Grade Sheet

Name: _____

Internship Site: _____

Internship Length: _____ **Semester:** **Fall** **Spring** **Summer**

A. Weekly Reports (55 pts):

(11 @ 5pts. Each)

- 2. Completed/received on time (1 pt): _____
- 3. Work assignments, problems, accomplishments, etc. (2 pts): _____
- 4. Grammar, spelling, sentence structure (2 pts): _____

Total: _____

B. Initial Report (20 pts):

- 1. Completed/received on time (2 pts): _____
- 2. Includes all basic information required (3 pts): _____
- 3. Includes orientation information (3 pts): _____
- 4. Includes work schedule (3 pts): _____
- 5. Includes personal commentary (5 pts): _____
- 6. Grammar, spelling, sentence structure (4 pts): _____

Total: _____

C. Project Proposal (15 pts):

- 1. Includes title and description of project (2 pts): _____
- 2. Includes value of the project to agency (3 pts): _____
- 3. Includes methodology/plan for accomplishing project (3 pts): _____
- 4. Includes project time-line (2 pts): _____
- 5. Completed/received by scheduled dates (2 pts): _____
- 6. Sufficiently accurate grammar (3 pts): _____

Total: _____

Project (40 pts):

- 1. Format and appearance (10 pts): _____
- 2. Value to agency (10 pts): _____
- 3. Content: A.. Relevance of content (10 pts): _____
- B. Depth of content (10 pts): _____

Total: _____

D. Final Report (20 pts):

- 1. Completed/received by scheduled dates (2 pts): _____
- 2. Includes title page information (1 pt): _____
- 3. Includes a preface and table of contents (1 pt): _____
- 4. Includes an agency description (2 pts): _____
- 5. Includes summary of student s accomplishments (2 pts): _____
- 6. Includes a self-critique of performance (3 pts): _____
- 7. Includes conclusions and recommendations (3 pts): _____
- 8. Presented in a narrative style/typed or word processed (2 pts): _____
- 9. Grammar, spelling, and sentence structure (4 pts): _____

Total: _____

F. Agency Final Evaluation(60% of Final Grade - 225 pts maximum)

1. Rating and associated point value: _____

5.0 - 4.3	214 pts (95% of 225)
4.2 - 3.5	191 pts (85% of 225)
3.4 - 2.7	169 pts (75% of 225)
2.6 - 1.9	146 pts (65% of 225)
1.8 - 1.0	124 pts (55% of 225)

Student s Grand Total Points: _____

Student s Final Grade: _____

Grading Scale

348 pts - - - - -	375 pts	A (93% of 375)
311 pts - - - - -	347 pts	B (83% of 375)
273 pts - - - - -	310 pts	C (73% of 375)
272 pts and lower		Must repeat REC 463