COOPERATIVE EDUCATION
REQUIRED FORMS FOR GRADE

Final Paperwork:
To guarantee you earn your full grade/credit for completing your Cooperative Education experience, be sure to turn in the following as soon as you return to campus:

- the attached evaluation
- proof of hours worked (example: final paystub)
  - 324 hours for 2 credits

Employer Evaluation:
If you would like a copy of the employer’s evaluation, please see the contact information below.

For more information contact:

Student Success and Career Services
Student Success Center: Old Main
800 Sixth Street North
Wahpeton, ND 58076
Phone/Text: (701) 671-3000
Fax: (701) 671-2315
E-mail: NDSCS.CareerServices@ndscs.edu
http://www.ndscs.edu/careerservices
Cooperative Education Student Evaluation

Date: _________________________

Name of Co-op Student_________________________________________ ID#________________________

Name of Employer _____________________________________________ City ______________________________

Semester of Co-op _____________________________________________ Major _____________________________

1. How prepared were you for the job duties assigned to you during your co-op experience?
   □ The job duties seemed too easy for me.
   □ I had the right amount of skills needed to complete my job duties.
   □ The job duties were too challenging based on my skill set.

2. What three (3) skills did the co-op experience help you develop?
   __________________________________________________________________________
   __________________________________________________________________________
   __________________________________________________________________________

3. What three (3) skills do you want to improve based on your co-op experience?
   __________________________________________________________________________
   __________________________________________________________________________
   __________________________________________________________________________

4. What three (3) things did you do well during your co-op experience?
   __________________________________________________________________________
   __________________________________________________________________________
   __________________________________________________________________________

5. As a result of completing your co-op experience (check all that apply):
   □ I gained valuable experience related to my future career.
   □ I have a better understanding of the day-to-day responsibilities related to my future career.
   □ I have a better understanding of the expectations in my chosen field.
   □ I will be a better employee after graduation.

6. Did this co-op experience influence your career/education plans? If so, how?
   __________________________________________________________________________
   __________________________________________________________________________

7. If given the opportunity, would you continue working for the company/organization?
   □ Yes □ No

8. How did you locate employment for your cooperative education experience?
   □ With help from Student Success and Career Services (in person or through online job posting site)
   □ With help from an instructor
   □ Through a friend or family member
   □ Through an advertisement
   □ Other, please explain: __________________________________________________________