

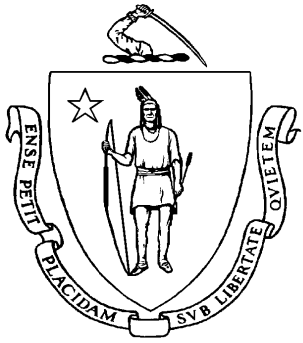
Commonwealth of Massachusetts
Division of Apprenticeship

Apprentice Evaluation Form

1 = Poor 2 = Fair 3 = Good 4 = Very Good 5 = Excellent

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|-----|--|---|---|---|---|---|
| 1. | Quality of work performed.
Comments: | 1 | 2 | 3 | 4 | 5 |
| 2. | Quantity of work performed.
Comments: | 1 | 2 | 3 | 4 | 5 |
| 3. | Attitude toward work.
Comments: | 1 | 2 | 3 | 4 | 5 |
| 4. | Co-operation with co-workers.
Comments: | 1 | 2 | 3 | 4 | 5 |
| 5. | Willingness to accept responsibility.
Comments: | 1 | 2 | 3 | 4 | 5 |
| 6. | Compliance with company policies, rules and practices.
Comments: | 1 | 2 | 3 | 4 | 5 |
| 7. | Ability to plan and organize work.
Comments: | 1 | 2 | 3 | 4 | 5 |
| 8. | Dependability.
Comments: | 1 | 2 | 3 | 4 | 5 |
| 9. | Safety.
Comments: | 1 | 2 | 3 | 4 | 5 |
| 10. | Schooling.
Comments: | 1 | 2 | 3 | 4 | 5 |

Total: _____



Apprentice Evaluation

Apprentice's Name: _____ Trade: _____

Evaluation Date: _____ Step: _____

0-10 Poor 11-20 Fair 21-30 Good 31-40 Very Good 41-50 Excellent

Total:

If evaluation is below a 20, the apprentice may be held back from his step increase.

Overall Comments:

Evaluator's Signature: _____ Date: _____

Apprentice's Signature: _____ Date: _____

A copy of this evaluation shall be kept with the apprentice record and a copy given to the apprentice.

If the apprentice does not progress to the next step a copy of the unsatisfactory evaluation and a letter requesting an extension of the program shall be forwarded to the Division of Apprentice Rs`mc`q for approval. There will be no more than two (6 month) extensions over the term of the program.