**UNIVERSITY STAFF ASSESSMENT OF STUDENT’S PROGRESS ON INDUSTRIAL TRAINING**

1. Name of student: …………………………………………………………………………………………………………………………………………………
2. Course of Study/Department: ………………………………………… Student’s Email Address……………………………………………
3. Matric Number: …………………………………………… Student’s Phone Number: …………………………………………………………..
4. Period of Training: …………. Date student assume duty: …………………… Date student will end IT: ……………………………

**PLEASE TICK AS APPROPRIATE**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **S/N** | **MATTERS** | **EXCELENT** | **VERY** **GOOD** | **GOOD** | **FAIR** | **POOR** |
| I | Familiarity with Company Operations |  |  |  |  |  |
| Ii | Comprehension of problems |  |  |  |  |  |
| Iii | Method(s) of approach to problem(s) creativity or originality of techniques |  |  |  |  |  |
| Iv | Sense of discipline on the job |  |  |  |  |  |

1. Give your assessment of facilities provided by the company during visit(s): …………………………………………………………. ……………………………………………………………………………………………………………………………………………………………………………….
2. Comment on overall performance: ……………………………………………………………………………………………………………………….. ………………………………………………………………………………………………………………………………………………………………………………..
3. Give your impression of the Student’s Involvement in training: ……………………………………………………………………………… ………………………………………………………………………………………………………………………………………………………………………………..
4. Further comments on success/failure of programme (based on the verbal report of the Industrial based supervisor or Training officer)

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1. **LOG BOOK ASSESSMENT**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S/N** | **LOG BOOK** | **TOTAL GRADE** | **MARK SCORED** | **REMARK** |
| **1.** |  | 10 |  |  |
| **2.** |  | 20 |  |  |
| **3.** |  | 20 |  |  |
| **4.** |  | 20 |  |  |
| **5.** |  | 10 |  |  |
| **6.** |  | 10 |  |  |
| **7.** |  | 10 |  |  |
| **TOTAL** | | **100%** |  |  |
| **TOTAL CONVERTED TO** | | **20%** |  |  |

**Staff Name: ……………………………………………………………. Department: ……………………………………………………………………..**

**Signature: ………………………………………………………………. Date: ………………………………………………………………………………….**