



Exchange Visitor Program

Mid-point Evaluation Questions

1. Trainee/Intern Name:

2. Host Company name:

3. Date training began:



4. Today's date:



For the Trainee/Intern to complete:

5. How would you rate your experience so far?

Exceeding expectations

Meeting expectations

Below expectations

Very disappointing

Please comment:

6. Comment on your progress through your training plan. What new skills have you learned? What do you still need to learn?

7. Comment on the balance between formal and “on-the-job” training you have been receiving.

8. What modifications are needed, if any, to successfully acquire the stated skills or competencies cited in the training plan?

9. What cultural, community or fun activities have you participated in during the last two months?

10. Have you found the monthly newsletter from AILF helpful?

Yes

No

What other information do you wish were in the newsletter?

For the Trainee's/Intern's supervisor to complete:

11. How would you rate the trainee's progress through the training plan?

Learning fast, will probably obtain all objectives early

Learning at the expected rate, everything is right on schedule

The training plan was too ambitious; the trainee may not master all objectives

The planned training cannot be accomplished

Please comment:

12. Please comment on the trainee's/intern's relationship with co-workers:

13. What opportunities has the trainee had to share the home country culture with your staff and/or community?

14. What are your goals for the trainee/intern for the rest of the program?

15. What information/service might AILF provide for your company to get the most benefit from the training program?

16. How is your company benefiting from the training program?

Trainee/Intern Signature

Date

Trainee/Intern Supervisor's Signature

Supervisor's Title

Date

Please return signed copy

By fax to: 202-742-5619

By mail to: AILF, 1331 G Street, NW, Suite 200, Washington, DC 20005

Scanned signed copy can be sent to: exchange@ailf.org