

**Practicum Supervisor Verification**  
**CPSP239G or CPSP249G**  
**Sophomore Practicum**  
**College Park Scholars - Earth, Life, and Time**

The directors of College Park Scholars - Earth Life and Time, request the assistance of Sophomore Practicum site supervisors and sponsors in evaluating the performance of student service volunteers and interns. We ask that you take a moment to answer the following questions about each of the students you have supervised. Please note that students must turn in this signed form to receive credit for their work with you; failure to receive this form will result in a grade of "F" for that student.

Student name: \_\_\_\_\_.

Service site name: \_\_\_\_\_.

Evaluating site supervisor: \_\_\_\_\_.

1. How many hours of work did the student volunteer perform? (If you do not have exact records, please estimate.)
  
2. Did the student volunteer perform all of the duties outlined in your original service contract?
  
3. If you answered "no" to 2, were mutually agreeable substitute duties assigned and performed? If not, please explain on reverse side.

4. How would you rate the student on the following items? (Check the appropriate spot).

	Exceptional	Good	Moderate	Poor	Not Applicable
Work ethic	_____	_____	_____	_____	_____
Quality of work	_____	_____	_____	_____	_____
Initiative/imagination	_____	_____	_____	_____	_____

(Note that these scores are for our information but will not necessarily be translated directly into a letter grade.)

5. If there is any other information that you feel we should be aware of in assigning a grade to this student, please indicate it on the reverse or on an attached sheet.

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Signature of supervisor

Date

Please return this form to the offices of College Park Scholars, Earth, Life, and Time. You may ask the student volunteer to bring it to us in a sealed envelope, mail, or fax it.

Our mailing address:

Dr. Thomas Holtz  
Director, College Park Scholars-Earth, Life & Time Program  
1125 Cumberland Hall  
University of Maryland  
College Park, MD 20742

Our FAX: 301-314-9843