



Service-Learning Student Hours Verification & Evaluation

This hours verification and evaluation should be completed by the student's site supervisor. The hours verification and evaluation is due by **December 16, 2019**. Your responses will help verify that the following student completed their service-learning hours at your agency, as well as provide us with valuable feedback regarding the student's performance, connection to your organization, and impact on the community.

Date: _____ Student's name: _____

Agency/Organization: Supervisor's name: _____

Supervisor email and phone number: _____

Total hours of service completed by the student: _____

1. How would you evaluate the student in terms of attendance, reliability, follow through, and following policies and procedures?

2. How was the student in taking initiative while serving with your organization? Please provide examples of how the student took initiative (i.e. took on new tasks, completed assignments with little direction, etc.)

3. How did the student create relationships with staff, clients, and community members?

4. How was the student able to connect their academic learning to their work at your organization? How did this benefit your organization?

5. Please describe how the student impacted the community through the work they engaged in?

6. Would you accept this student again as a volunteer? Why or why not?

7. Do you have a better understanding of what Service-Learning is? How did the student explain this requirement to you and was it helpful?

8. Would you like to develop a stronger partnership with Middlesex Community College's Service-Learning office? What kinds of projects would benefit your organization (i.e. projects for individuals and larger projects for classes)? Please provide any additional comments you have about your experience with a Middlesex Community College student or about Service-Learning.

Site Supervisor's Signature: _____

Thank you for completing this evaluation! Please email it to civiclearning@middlesex.mass.edu. It can also be mailed to Office of Civic & Service-Learning at 33 Kearney Square, Cowan Center, Room 407, Lowell, MA 01852-1901
If you have any questions, please email civiclearning@middlesex.mass.edu.