



Any personal information you choose to provide on this form is protected under the Freedom of Information and Protection of Privacy Act. The information you provide will be used to update the student's OCAD U records. These records are only viewed by OCAD U administrative staff and not released to any other parties.

<input type="checkbox"/> Mid-Point	Fall semester – October 30, 2014	Winter semester – February 23, 2015	Summer semester – June 20, 2014
<input type="checkbox"/> Final	Fall semester – December 11, 2014	Winter semester – April 15, 2015	Summer semester – August 8, 2014

Last Name	First Name	Student Number
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Sponsor Information

Sponsor's Name	Role/Title	
Organization	Phone	Email

MID-POINT ASSESSMENT (please attach written assessment in response to the following):

1. What is your opinion of the student's progress to date? Please comment on the student's general work competence, attitude, responsibility, independence, initiative and follow-through.
2. Are there any areas in which the student's work could be improved? How can this be accomplished?
3. Describe the student's value to your organization, noting any special accomplishments.
4. Additional comments.

FINAL ASSESSMENT (please attach written assessment in response to the following):

1. Did the student complete work assigned in the allotted time? Was the work thorough? Please specify.
2. How would you characterize the quality of the student's work? Was the work usable by your organization? Was it of professional quality? What were your criteria for evaluation?
3. Did the student demonstrate an understanding of the tools and procedures of the job? Did the student demonstrate creative applications? Please specify.
4. How did the student demonstrate resourcefulness? Were there organizational challenges?
5. Please give examples of the student's attempts to develop creative solutions to problems. If not, please explain.
6. Did the student cooperate with co-workers and adjust to working with different personalities?
7. Did the student exhibit a positive attitude toward the Field Study project? How well did she/he handle responsibility?
8. How do you evaluate the student's overall performance? In your estimation, how well is the student suited to pursue a career in this field? What are the strengths and weaknesses the student has demonstrated. Please specify.
9. Using the grading scheme (see over), please record a numerical grade to complete your final assessment: _____%

Sponsor: I hereby provide the attached statement to fulfill the specific assessment requirements.

Please Print Name	Signature	Date
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Teaching faculty: I have met with the student to discuss issues relevant to the project for this Final Assessment.

Please Print Name	Signature	Date
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Student: I scheduled and have met with my supervising teaching faculty to discuss this Final Assessment.

Signature of Student	Date
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Received by:	Date:	Entered:
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GRADING SCHEME

For administrative purposes, and for the purpose of designating final grades, the university uses a numerically-based grading system based upon percentages.

90-100% A+Exceptional

Exceeded expectations in demonstrating knowledge of concepts and/or techniques, and exceptional skill in their application in satisfying the requirements of a course.

80-89% A Excellent

Demonstrated a thorough knowledge of concepts and/or techniques, and with a very high degree of skill in their application in satisfying the requirements of a course.

70-79% B Good

Demonstrated a good knowledge of concepts and/or techniques, and considerable skill in their application in satisfying the requirements of a course.

65-69% C Satisfactory

Demonstrated a satisfactory level of knowledge of concepts and/or techniques and competence in their application in satisfying the requirements of a course.

60-64% C- Low Satisfactory

Demonstrated a level of knowledge of concepts and/or techniques and their application to the requirements of the course that was minimally satisfactory in an elective or non-major subject, but unsatisfactory in a core course of the student's major subject.

50-59% D Poor

Demonstrated minimal knowledge and ability to apply concepts and/or techniques in satisfying the requirements of a course.

0-49% F Fail

Failure to meet course requirements.