

SCHOOL CONFIDENTIAL EVALUATION

Name of Trainee: _____ Metric No.: _____

Programme: _____ Course Code: _____

Name of School: _____

: Please tick (/) on the allocated area using the guidelines given as below:

- (1) : Very Unsatisfactory
- (2) : Unsatisfactory
- (3) : Average
- (4) : Satisfactory
- (5) : Very Satisfactory

<u>Scoring Scheme and UPM's alphabetical grades</u>			
80-100	A	50-54	C
75-79	A-	47-49	C-
70-74	B+	44-46	D+
65-69	B	40-43	D
60-64	B-	0-39	F
55-59	C+		

	ITEMS	1	2	3	4	5
1.	Personality					
2.	Ready to accept task and responsibility					
3.	Ready to collaborate					
4.	Punctual					
5.	Highly motivated					
6.	Zeal for work					
7.	Concern for students					
8.	Friendly with colleagues					
9.	Friendly with students					
10.	Active in sports activities					
11.	Active in club/association /uniform unit					
12.	Able to adapt with the school community					
13.	Highly confident					
14.	Neatness					
15.	Work regardless of time					
16.	Ready to serve in school					
17.	Good time management					
18.	Highly creative					
19.	Proactive					
20.	High leadership capabilities					
TOTAL						

Grade

Grand Total

Mentor Teacher's comments (if any) _____

Name of Mentor Teacher: _____ Signature: _____

Official stamp: _____ Date: _____