**T.C.**



**OKAN ÜNİVERSİTESİ**

**UYGULAMALI BİLİMLER YÜKSEKOKULU**

**YÖNETİM BİLİŞİM SİSTEMLERİ BÖLÜMÜ**

**İŞYERİ STAJ DEĞERLENDİRME FORMU**

**(Workplace Training Evaluation Form)**

**I. DEĞERLENDİRME (Evaluation)**

**STAJ YAPAN ÖĞRENCİNİN** (Trainee)

**ADI VE SOYADI** (Name And Surname) : ……………………………………………

**ÇALIŞTIĞI BÖLÜMLER** (Departments) ………………………………………………………………………………………………...

**STAJ BAŞLANGIÇ TARİHİ:** (Training Start Date) ……………………………………

**STAJ BİTİŞ TARİHİ:** (Training Finish Date) …….……………………………………..

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**DEĞERLENDİRME** (Evaluation)

**DEVAM DURUMU**  (Attendance) : ………………

**İŞE OLAN İLGİSİ** (Focus on work) : ………………

**ÜSTLERİNE DAVRANIŞI** (Behavior to Managers) : ………………

**ÇALIŞANLARA DAVRANIŞI** (Behavior to other employees) : ..…………….

***Note : Valuation scores:*** *Değerlendirme Puanları;* ***A*** *(Pekiyi/Excellent****), B*** *(İyi/Good),*  ***C*** *(Orta/Average),* ***D*** *(Kötü/Bad),* ***E*** *(Çok Kötü/Awful) harfleri ile yapılacaktır****.***

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**DÜŞÜNCELER / REMARKS : …………………………………………………………………………………………………………………………………………………………………………………………………………………………**

**SONUÇ** / **RESULT**: **B – Başarılı** / Satisfied (…….),**Y – Yetersiz**  Dissatisfied (…….),

**D – Devamsız** (Absentee) (…….), **E – Eksik süre** (Short),(…….).

**II. İŞVEREN BİLGİLERİ** (SUPERVISOR INFORMATION)

**YETKİLİNİN ADI SOYADI** (Supervisor Full Name) : …………………………………………

**ÜNVANI** (Job Title): :………………………………………….

**TARİH** (Date): …………………………………………..

**İMZASI** (Signature): ……………………………………………

**Lütfen Değerlendirme Formunu, staj bitiminde doldurduktan sonra ve KAPALI ZARF içinde (zarf kapağına şirket/kurum kaşesi/mühürü basılı şekilde) öğrenciye teslim ediniz.**

After confirming of the training evaluation form, Please give back to the trainee in a SEALED ENVELOPE at the end of the training period.