

Evaluation Report

Boston University School of Theology
Supervised Field Education

End of Semester Evaluation Due _____

Name of Student:

Name of Supervisor:

Setting:

The student and the supervisor should prepare written statements of evaluation using the objectives in the learning agreement and the guidelines on the following page. These statements should then be shared, discussed, and clarified in supervisory session.

The Evaluation fulfills a twofold purpose:

1. It gives the student and supervisor an opportunity to reflect upon the Supervised Field Education experience, assess it, and summarize it at its completion.
2. It provides the Office of Professional Education a thorough and articulated assessment of the experience, detailed enough to make the experience "come alive" with shape and texture.

PLEASE ATTACH ALL EVALUATION PAGES TO THIS COVER SHEET.

Student	Date
Supervisor	Date

Internship Committee Date

Final Evaluations are due:□

Semester I -- First Wednesday in December
Semester II -- Last Wednesday in April

Guidelines for Evaluation Reports

The evaluations should provide the following items:

I. Student's Assessment

- A. His/her own growth and achievement in relation to each learning objective
- B. Areas of greatest strength and areas for growth
- C. Use and quality of resources and feedback
 - 1. the supervisory process
 - 2. feedback from persons served in this ministry
- D. Ability to reflect theologically on ministry (please give examples)
- E. Value of this experience for learning and growth
- F. Pertinent courses, readings, etc.

II. Supervisor's Assessment

- A. The student's performance, specific competencies, self-assessment, growth in ministry
- B. The student's struggles and places for growth
- C. The student's ability to articulate self-understanding
- D. The student's ability to conceptualize his/her ministry theologically
- E. Comments on supervision in general -- successful methods, satisfactions, concerns

III. Internship Committee's Assessment

- A. The student's performance, specific competencies, self-assessment, growth in ministry
- B. The student's struggles and places for growth
- C. The student's ability to articulate self-understanding
- D. The student's ability to conceptualize his/her ministry theologically
- E. Comments on site placement in general -- successful methods, satisfactions, concerns

To be noted:

- An evaluation is generally more satisfactory if each point above is treated separately.
- There is no specific length for an adequate evaluation, but it should be long enough to give a genuine feeling for the nature and scope of the ministerial experience.
- In this regard, examples and concrete illustrations of the points being made are often helpful.
- Abstract and generalized statements should often be illustrated.
- Both the student and supervisor should assess not only the strong points successes of the student, but also note the places where the student can grow.