AMERICAN IMMIGRATION COUNCIL

Exchange Visitor Program

Extension Request, Evaluation Questions

Please complete all questions

Trainee Name:

Host Company name:

Date training began:

Today's date:

For the Trainee to complete:

1. How would you rate your experience so far?

   - ◉ Exceeding expectations
   - ○ Meeting expectations
   - ○ Below expectations
   - ○ Very disappointing

   Please comment:

2. Comment on your progress through your training plan. What new skills have you learned?

3. What do you skills do you still need to learn? Why do you feel they were not completed in your set training period?

4. Comment on the balance between formal and “on-the-job” training you have been receiving.

5. What modifications are needed to successfully acquire the stated skills or competencies cited in the new training plan during your extension period?

6. What were the most interesting cultural, community or fun activities have you participated in during the last two months, and what made them interesting? Are there any specific activities you still hope to do?

For the Trainee’s supervisor to complete:

7. How would you rate the trainee’s progress through the training plan?

- ○ Learning fast, will probably obtain all objectives early
- ○ Learning at the expected rate, everything is right on schedule
- ○ The training plan was too ambitious; the trainee may not master all objectives
- ○ The planned training cannot be accomplished

Please comment:

8. Please comment on the trainee's relationship with co-workers:

9. What opportunities has the trainee had to share the home country culture with your staff and/or community?

10. What are your goals for the trainee for the rest of the program?

11. What modifications are needed to complete the training during the extension period?

Trainee Signature	Trainee Supervisor's Signature
Date	Date
Trainee/Intern's e-mail for follow-up	Supervisor's Title
	Supervisor's e-mail for follow-up

Please return signed copy

Scanned signed copy can be sent to: j1program@immcouncil.org
By mail to: American Immigration Council, Suite 200, 1331 G Street NW, Washington, DC 20005