



**TAYLOR ADOLESCENT PROGRAM  
EVALUATION FORM FOR TAP TUTORS**

Student Name: \_\_\_\_\_

Team Leader(s): \_\_\_\_\_

Date: \_\_\_\_\_

**Evaluation Criteria**

1	2	3	4	5
Needs improvement	Satisfactory	Good	Excellent	Outstanding
<i>Does not yet meet expectations of the clinical practicum</i>	<i>Meets the minimum expectations of the clinical practicum</i>	<i>Somewhat exceeds expectations of the clinical practicum</i>	<i>Exceeds expectations of the clinical practicum</i>	<i>Far exceeds the expectations of the clinical practicum</i>

**TAP Sessions**

\_\_\_\_\_ Rapport with student

\_\_\_\_\_ Identification and development of effective learning strategies

\_\_\_\_\_ Creativity (activities, presentation of concepts, approaches, and materials/tools)

\_\_\_\_\_ Communication skills (ability to understand and convey information)

\_\_\_\_\_ Efficient use of session time

\_\_\_\_\_ Efficient use of social time (a positive role model for students and tutors, leads/participates in games, respects time limits)



Department of Educational and Counselling Psychology  
Undergraduate Student Field Work Experience

**Contribution to Feedback Meetings**

- \_\_\_\_\_ Participates and contributes to feedback meetings (provides insights, identifies strategies, links goals, etc.)
- \_\_\_\_\_ Contributes to the learning of other tutors (shares ideas, provides suggestions to peers)
- \_\_\_\_\_ Use of feedback sheets and/or journal (frequency of use, quality of comments, etc.)
- \_\_\_\_\_ Rapport with team leaders and other tutors/mentors

**Report**

- \_\_\_\_\_ Quality of initial submission (ability to follow template/guidelines, accurate descriptions, use of clear examples, etc.)
- \_\_\_\_\_ Quality of final submission (clarity of expression, positively framed sentences, helpful recommendations, etc.)
- \_\_\_\_\_ Ability to incorporate pertinent information from sessions, reflection sheets, through journals, etc.
- \_\_\_\_\_ Ability to assimilate feedback and suggestions from team leaders
- \_\_\_\_\_ Respect for submission deadlines

**Clinical Skills**

- \_\_\_\_\_ Ability to identify student's needs and evaluate specific situations
- \_\_\_\_\_ Respect for the TAP philosophy (understands constructivist methodology/student-centred approaches)
- \_\_\_\_\_ Quality of work (standard of excellence manifested during parent meetings, reports, workshops)
- \_\_\_\_\_ Ability to receive and integrate constructive feedback (listens to feedback, makes an effort to apply suggestions)
- \_\_\_\_\_ Ability to adapt to situations and problem solve



**Professional Development**

- \_\_\_\_\_ Professional role (appropriate appearance and behaviour)
- \_\_\_\_\_ Clinical commitment (punctuality, attendance, balances TAP internship with other responsibilities)
- \_\_\_\_\_ Positive attitude (facilitates enthusiasm, optimism, and humour; contributes to TAP culture)
- \_\_\_\_\_ Initiative (makes independent contributions to TAP, volunteers for tasks)
- \_\_\_\_\_ Ongoing learning throughout the internship

General Comments:

**Overall Self-Rating** (please put an X along the line below)

\_\_\_\_\_

Needs Improvement                  Satisfactory                  Good                  Excellent                  Outstanding

**Site Supervisor (please print):** \_\_\_\_\_

**Site Supervisor Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_