



Confidential

Training Appraisal Form King Mongkut's Institute of Technology Ladkrabang

1. Organization Name.....
2. Organization Address.....
.....
Tel.....Fax.....E- mail.....
3. Student Name.....
4. Details of Training
 - 4.1 Duration (from).....(until).....
 - 4.2 Organization Holiday.....days
 - 4.3 Office Hours (from).....(until).....
 - 4.4 Student arrived late.....days
 - 4.5 Sick Leave, Business Leave.....days
 - 4.5.1 Reason for Leave.....
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 - 4.5.2 Supporting Document for Leave.....
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 - 4.6 Absent During Training.....days
Reason for Absence.....
 - 4.7 Actual Training Attendance.....days

5. Resolution of Training

No.	Descriptions	Grade	Remarks
1	Responsibility		
2	Knowledge		
3	Obedience		
4	Precaution/ Carefulness		
5	Work Quantity / Quality		
6	Initiative		
7	Problem Solving / Decision Making		
8	Punctuality		
9	Discipline		
10	Honesty		
11	Human Relations		
12	Attire		
13	Politeness		
14	Dexterity/Proficiency		

Please write down only one appropriate grade (A, B, C, D, or F) in the grade column.

A	4	Excellent
B	3	Good
C	2	Fair
D	1	Poor
F	0	Fail

6. Comments for the Student

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7. Other Comments

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Evaluator Signature.....

Full Name.....

Title.....

Date.....