

To: Academic Advisor (see name of staff concerned below)  
Department of Electronic and Information Engineering  
The Hong Kong Polytechnic University

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**Assessment Form for Work-Integrated Education (WIE) Placement by WIE Employer/Supervisor**

<i>Student undertaking the WIE placement should complete Part A below and submit the form to the WIE Employer/Supervisor for completion of Part B. The Employer/Supervisor please return the form to the Academic Advisor of the Department by fax after completing Part B. The information provided in this form will only be used for processing the student's fulfilment of WIE requirement.</i>
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**Part A: Background Information (to be completed by Student)**

Name of student : \_\_\_\_\_ Company worked for : \_\_\_\_\_

Name of Academic Advisor: \_\_\_\_\_

Position held : \_\_\_\_\_ Work duration : From \_\_\_\_\_ to \_\_\_\_\_

Total no. of hours/weeks/months worked : \_\_\_\_\_

Total income earned in this placement (including other benefits): \_\_\_\_\_

**Part B: Assessment of Student's Performance in WIE Placement**  
**(to be completed by WIE Employer/Supervisor)**

1. I consider the overall performance of the above-named student during his placement period in our company to be :

- Excellent
- Good
- Satisfactory
- Marginal
- Not satisfactory

2. My assessment of the student's achievement of the learning outcomes is as follows:

	<b>The student is able to:</b>	<b>Pass</b>	<b>Fail</b>	<b>Cannot be Assessed</b>
a.	Understand the fundamentals of science and engineering, and have the ability to apply them.			
b.	Design and conduct experiments, as well as to evaluate the outcomes.			
c.	Design systems, components and processes to meet given specifications and constraints.			

\* Please delete as appropriate

	<b>The student is able to:</b>	<b>Pass</b>	<b>Fail</b>	<b>Cannot be Assessed</b>
d.	Identify, formulate and solve problems relevant to EIE.			
e.	Use modern engineering/IT tools appropriate to EIE practice.			
f.	Know the contemporary issues, and understand the impact of engineering solutions in a global and societal context.			
g.	Work with others collaboratively in a multi-disciplinary team and have a knowledge of leadership.			
h.	Recognize social, professional and ethical responsibility.			
i.	Communicate effectively.			
j.	Recognize the need for and engage in life-long learning.			

3. Other comments (please use additional sheets if necessary):

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Signature : \_\_\_\_\_

Name of WIE Employer/Supervisor : \_\_\_\_\_

Name of Company & Company Chop : \_\_\_\_\_

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

March 2018

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