



MID-SEMESTER PERFORMANCE REPORT

Instructions: The Field Instructor enters the information on student progress for the current semester in this form. This includes checking the areas that apply, indicating if student is on track, hours completed and comments. Once the Field Instructor has completed their part of the form, they will select submit. Once submitted, the student will review, enter comments and submit for final review and completion by the Field Liaison.

Date	Student Name	Student ID
Agency Name	Field Instructor Name	Field Liaison
Semester	Field Placement Group	Hours Completed Semester To Date (Entered and Verified by Field Instructor)

120 hours at the Mid-Semester date would place the student on track for completing the required 240 Field Education hours for the semester. Students that have not met this threshold and are anticipating needing time beyond the last day of the semester will need to submit a Request for Grade of Incomplete form in Sonia with a detailed plan of completion and proposed completion date.

* A grade of Incomplete may impact Plan of Study and graduation date.

- Student demonstrates professional work habits and active engagement in placement.
- ☐ Yes ☐ No
- Student adheres to schedule and has regular attendance at internship.
- ☐ Yes ☐ No
- Student engages in appropriate and effective communication with others.
- ☐ Yes ☐ No
- Student demonstrates professional social work skills appropriate to academic standing.
- ☐ Yes ☐ No
- Student demonstrates critical thinking and problem solving skills.
- ☐ Yes ☐ No
- Student implements NASW Code of Ethics to navigate ethical dilemmas with Field Instructor assistance.
- ☐ Yes ☐ No
- Student demonstrates knowledge and skill in maintaining professional boundaries.
- ☐ Yes ☐ No
- All assignments (Preparation for Practice, Learning Contract & Weekly Supervision Forms) are completed.
- ☐ Yes ☐ No
- Student is actively engaged in weekly supervision and seeks consultation appropriately.
- ☐ Yes ☐ No
- Learning Contract activities scheduled for completion this semester are on track for completion.
- ☐ Yes ☐ No
- Weekly Supervision Forms are submitted in a timely manner, reviewed and approved.
- ☐ Yes ☐ No

Confirming that the applicable health, safety and field protocols are being followed by the organization and student:

- ☐ Yes ☐ No
- If answer is no, please contact Field Liaison immediately

Student has completed approximately half of the required hours for the semester:

- ☐ Yes ☐ No
- If answer is no, please indicate plan or complete a Corrective Action Form to develop a success plan and contact Field Liaison immediately.

Student is on track to pass the course:

- ☐ Yes ☐ No
- If the answer is NO, a Corrective Action Form will be automatically loaded into the students account. Please complete the Corrective Action Form to develop a success plan and contact the Field Liaison immediately.

Field Instructor Comments on Student Performance

Has not been actioned

Student Comments

Reminder: The Mid-Semester Report is initiated by the Field Instructor. Please do not submit the form until AFTER your Field Instructor has submitted the report.

Has not been actioned

Field Liaison Comments

Has not been actioned