QUALITY MANAGEMENT SYSTEM 1

**OITP/OIPP COMPANY’S FEEDBACK**

Dear Sir/Madam,

We thank you for your support in participating in the Overseas Internship Programme (OITP) / Overseas Institutional Placement Programme (OIPP) for the students of Nanyang Polytechnic.

To assist us in gauging the usefulness of OITP/OIPP, we would appreciate your feedback by completing the following questionnaire. This feedback form can be either posted or hand-carried back by the student in a sealed envelope at the end of OITP/OIPP to Nanyang Polytechnic.

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| Name of Company : | | | | |  | | | | | | | | | |
| Department : | |  | | | | | | | | | | | | |
| Address : | |  | | | | | | | | | | | | |
| Tel : | |  | | | | | Fax : |  | | | | | | |
|  | | | | | | |  | | | | | | | |
| Name of student : | | |  | | | | Project title : | | |  | | | | |
| Please evaluate the OITP/OIPP and student’s performance based on the following criteria :  (please tick the appropriate box) | | | | | | | | | | | | | |  |
|  | | | | | | |  | | | | | | | |
| 1. **About OITP/OIPP** | | | | | | | | | Excellent | | Good | Marginal | Poor | |
| Meeting your objectives | | | | | | | | |  | |  |  |  | |
| Duration | | | | | | | | |  | |  |  |  | |
| Arrangement | | | | | | | | |  | |  |  |  | |
|  | | | | | | |  | | | | | | | |
| Other comment, if any | | | |  | | | | | | | | | | |
|  | | | | | | |  | | | | | | | |
| 1. **About the Student** | | | | | | | | | Excellent | | Good | Marginal | Poor | |
| Attitude - commitment, motivation and willingness to learn | | | | | | | | |  | |  |  |  | |
| Reliability - can be relied on regarding task completion | | | | | | | | |  | |  |  |  | |
| Quality - acceptable, thoroughness and accuracy of work | | | | | | | | |  | |  |  |  | |
| Productivity - amount and efficiency of work produced | | | | | | | | |  | |  |  |  | |
| Initiative - enterprising and independent | | | | | | | | |  | |  |  |  | |
|  | | | | | | |  | | | | | | | |
| Other comment, if any | | | |  | | | | | | | | | | |
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| **3.** Suggestion for improvement, if any | | | | | | |  | | | | | | | |
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| Name of Overseas Internship Mentor | | | | | | Designation Signature & Date | | | | | | | | |