

## **Student Assessment Guide to AWAY Rotations**

Congratulations, you have an upcoming AWAY Elective rotation. You may have some questions about how the assessment process differs from your local rotations. We are eager to work with the site to make sure your assessment is available to your preceptor and submitted on time.

Steps and FAQ:

1. You have already worked with the Scheduling team to secure your AWAY rotation and completed the non-standard course form. Make sure the information is accurate and up to date. Office of Assessment and Evaluation (OAE) will use the provided contact information to request your completed assessment.
2. If your site requests a copy of the assessment form in advance, not a problem. See the VSLO website information or login to your One45 account and select the “Handouts” tab to view the assessment form.
3. OAE will reach out to your Course Director and/or Site Coordinator one week prior to the end of the rotation via email. This will include a copy of the assessment form and where to send the completed form.
4. As a reminder, we cannot accept completed assessments returned by a student. All forms must be submitted by the Course Director, Site Coordinator or representative.
5. Some sites may require that they use their own assessment form. We do accept most requests and ask that we are notified in advance.

**If you have questions about the assessment process for your AWAY or External rotation, contact the OAE team at [COMPHX-Electives@arizona.edu](mailto:COMPHX-Electives@arizona.edu)**