



Work-Based Training Progress Report

Section 1: Work-based Training Skills and Progress Report

Job/Work Readiness Skill(s) Needed	Date(s) Evaluated	Method of Evaluation i.e. site visit, phone call, employer evaluation	Initials of evaluator	Skill Mastered Y/N
1.				
2.				
3.				
4.				
5.				

Section 2: Final Evaluation

1. Did the participant successfully complete the work-based training successfully?	<input type="checkbox"/> Yes <input type="checkbox"/> No
2. Is the participant ready for unsubsidized employment?	<input type="checkbox"/> Yes <input type="checkbox"/> No
3. If there is an opening in the company, would you consider this person for employment?	<input type="checkbox"/> Yes <input type="checkbox"/> No
4. Career Coach/Job Developers Comments:	
5. Employer Comments/Recommendations:	

Section 3: Signatures

Participant Signature

Date

Career Coach/Job Developer Signature

Date

Employer Signature

Date