

WORK STUDY CHECK-IN #3: FINAL SELF-ASSESSMENT

Student Name, Position Title:			
Faculty and Year:		Student Email:	@uwo.ca
Supervisor Name:		Date:	

Congratulations on completing your Work Study experience. The purpose of this self-assessment is to help you reflect on your Work Study experience and the skills you have developed.

After you have completed this self-assessment, **please submit it to your Supervisor**. Your Supervisor will complete a Final Evaluation form and will share it with you.

PART 1: REFLECTING ON YOUR LEARNING OUTCOMES

Recall the learning outcomes you established at the start of your Work Study experience and the measures of success you identified. Were you able to achieve your learning outcomes during the experience? Below each learning outcome, provide a short explanation to support your rating.

N/A – Not Applicable (did not have opportunity to work on this learning outcome)

1 – Very Unsuccessful

2 – Somewhat Unsuccessful

3 – Neither Unsuccessful or Successful

4 – Somewhat Successful

5 – Very Successful

Learning Outcome	Rating
1.	
Support for rating:	
2.	
Support for rating:	
3.	
Support for rating:	

4.	
Support for rating:	
5.	
Support for rating:	
6.	
Support for rating:	

PART 2: SHOWCASING YOUR ACCOMPLISHMENTS

The use of accomplishment statements in your resume can help you to stand out from other applicants. Highlighting your accomplishments will capture the reader’s attention, showing what you are capable of and “proving” that you can bring value to the organization.

An accomplishment statement includes the action you took (review a list of [skill action verbs here](#)), and the result/impact of that action. To organize your experiences into accomplishment statements, use the acronym CAR:

C – What was the **challenge** or task you faced?

A – What was the **action** that you took?

R – What were the **results**? What was the benefit of your actions? They can be qualitative (e.g., improved staff morale) or quantitative (increased event participation by 50%).

Think about a challenge or task you faced in your Work Study role that is related to your learning outcomes. How did you approach this challenge, and what was the result?

For example, perhaps you were asked to assist with event planning, and one of your learning outcomes identified in Check-In #1 was to work on interacting and collaborating with others.

Challenge: Team jerseys have experienced significant wear and tear, and need replacement

Action: Coordinated a car wash in parking lot during regular season varsity sports games

Result: Raised \$3,000 to purchase new jerseys for entire team

Accomplishment Statement:
Collaborated with Sports and Recreation to organize a car wash, raising over \$3,000 during the regular season to fund the purchase of new team jerseys

Now it's your turn! Pick two or three learning outcomes, consider the challenge or task associated with that learning outcome, identify the action you took, and the result.

Challenge:		}	Accomplishment Statement #1:
Action:			
Result:			
Challenge:		}	Accomplishment Statement #2:
Action:			
Result:			

PART 3: WRAP-UP QUESTIONS

1. What are some of the highlights of your Work Study experience?

2. What challenges did you face throughout the Work Study experience? What changes would you recommend?

3. How did your Work Study experience impact your personal, academic, and career goals?

By signing below, you agree that the above responses may be collected and combined with others to inform future program design and delivery. Identifying information, such as your name and email address, will remain confidential and will not be shared outside of the Work Study Enhancement Pilot Project.

Supervisor's signature: _____ **Date:** _____

Student's signature: _____ **Date:** _____

Please click in the signature box. This will prompt you to sign with a digital ID, or configure a new digital ID.