

**University of Maryland's Exchange Visitor Program
Trainee's Evaluation Program**

Name of Trainee: _____ Date: _____

Name of Faculty Supervisor: _____

1. How helpful was the information you received prior to departing your home country?

| | Very helpful | Adequate | Not very helpful |
|---|--------------------------|--------------------------|--------------------------|
| a. DOS Exchange Visitor information | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| b. U.S. health insurance requirements | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| c. Details of the training program | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| d. Supervising faculty member's contact Information | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| e. Preliminary housing information | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| f. General campus information | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| g. Campus map | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

What suggestions do you have for improving the information provided to trainees prior to departing their home country?

2. How helpful was the information you received form the Office of International Services, your faculty supervisor, and others during your orientation to the University of Maryland and your training position?

| | Very helpful | Adequate | Not very helpful |
|--|--------------------------|--------------------------|--------------------------|
| a. Campus area and tour | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Tour of departmental facilities | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| c. Meeting with faculty supervisor to finalize training program details | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| d. Orientation by staff from the Office of International Services regarding visa requirements, social security, taxes and adjustment issues. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

3. What suggestions do you have for improving the orientation process?
4. Was the supervision by your faculty sponsor (or his/her designate) adequate to meet your needs?
 Yes No
5. Were you able to meet with your faculty supervisor on a regular basis?
 Yes No
6. Was your English proficiency sufficient to obtain maximum benefit from the training program?
 Yes No
7. Was the amount of work appropriate for your training program?
 Yes No
8. Was the amount of knowledge required by this training program:
 Very high High About right Low Very low
9. Was the amount of skill development (i.e., computer, lab equipment) required by this training program
 Very high High About right Low Very low
10. How many hours per week did your training program require on a regular basis?
 Less than 40 hours 40 hours 41-45 46-50 50+
11. Do you have any final comments you would like to make about your training experience or suggestions you would like to make for the training program?