



GRADUATION TRANSITIONS INTERVIEW ASSESSMENT for: _____

	REQUIREMENT MET			REQUIREMENT NOT MET
	A	B	C	F
PROFESSIONAL DEPARTMENT & MANNERS	Greeting: firm handshake, natural and confident eye contact, posture, and body language Presentation: on time and is groomed appropriately for an interview	Greeting: nervous handshake, some eye contact, lacking some confidence Presentation: on time and is groomed somewhat appropriately	Greeting: casual, eye contact is minimal Presentation: late and little effort is apparent in grooming	Greeting: casual, eye contact and posture detract from the interview Presentation: very late and clothing is inappropriate
PREPARATION	Has thoughtfully chosen and organized evidence to support and represent achievements and goals	Has a reasonable selection of evidence that is organized to demonstrate achievements and goals	Evidence selected shows limited preparation, organization and relevance, student relies on anecdotal evidence	No physical evidence is present student relies on anecdotal evidence only
VERBAL COMMUNICATION	Vocabulary chosen is clear and thoughts are well expressed, is comfortable with leading the conversation	Has some difficulty in clearly expressing ideas but is able to discuss evidence when prompted with questions	Unprepared and has difficulty expressing ideas	Unprepared and communication is very unclear
REFLECTION	Interview reflects critical thought and synthesis of ideas	Interview reflects some critical thought	Interview is simplistic and little reflection is demonstrated	Interview reveals an absence of reflection

Please provide comments or feedback on reverse.