

**현장실습 출석부(실습기관)**  
**Attendance Sheet (Internship Organization)**

<b>소속대학(학부)</b> (College)		<b>소속학과(부)</b> (Department)		
<b>학번</b> (Student No.)		<b>성명</b> (Name)		
<b>실습기관</b> (Internship Institution)		<b>실습기관 담당자명(서명)</b> (Name of Company Contact Point, Signature)		
<b>실습부서</b> (Internship Department)				
<b>출석내역</b> (Total Attendance)	<input type="checkbox"/> 출석 : (    )일 / <input type="checkbox"/> 결석 : (    )일 / <input type="checkbox"/> 지각 : (    )일 <input type="checkbox"/> On-Time : (    )days / <input type="checkbox"/> Absent : (    )days / <input type="checkbox"/> Tardy : (    )days			
<b>구분</b> (Week)	<b>월/일</b> (M/D)	<b>요일</b> (Day)	<b>출결내용</b> (Attendance Check)	<b>비고</b> (Comments)
1주 Week 1	/	월(Mon)	On-Time(    ), Absent(    ), Tardy(    )	
	/	화(Tue)	On-Time(    ), Absent(    ), Tardy(    )	
	/	수(Wed)	On-Time(    ), Absent(    ), Tardy(    )	
	/	목(Thur)	On-Time(    ), Absent(    ), Tardy(    )	
	/	금(Fri)	On-Time(    ), Absent(    ), Tardy(    )	
2주 Week 2	/	월(Mon)	On-Time(    ), Absent(    ), Tardy(    )	
	/	화(Tue)	On-Time(    ), Absent(    ), Tardy(    )	
	/	수(Wed)	On-Time(    ), Absent(    ), Tardy(    )	
	/	목(Thur)	On-Time(    ), Absent(    ), Tardy(    )	
	/	금(Fri)	On-Time(    ), Absent(    ), Tardy(    )	
3주 Week 3	/	월(Mon)	On-Time(    ), Absent(    ), Tardy(    )	
	/	화(Tue)	On-Time(    ), Absent(    ), Tardy(    )	
	/	수(Wed)	On-Time(    ), Absent(    ), Tardy(    )	
	/	목(Thur)	On-Time(    ), Absent(    ), Tardy(    )	
	/	금(Fri)	On-Time(    ), Absent(    ), Tardy(    )	
4주 Week 4	/	월(Mon)	On-Time(    ), Absent(    ), Tardy(    )	
	/	화(Tue)	On-Time(    ), Absent(    ), Tardy(    )	
	/	수(Wed)	On-Time(    ), Absent(    ), Tardy(    )	
	/	목(Thur)	On-Time(    ), Absent(    ), Tardy(    )	
	/	금(Fri)	On-Time(    ), Absent(    ), Tardy(    )	

\* 4주 이상 진행시 추가 작성

\* If the internship is more than 4 weeks long, please use additional sheets

<h2 style="margin: 0;">현장실습 근무평가서 (실습기관)</h2> <h3 style="margin: 0;">Evaluation Sheet (Internship Organization)</h3>
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1. 현장실습생 인적 사항 (Student Information)

대학교명 (University)		소속대학(학부) (College)	
		소속학과(부) (Department)	
학번 (Student No.)		성명 (Student Name)	
실습기관 (Internship Organization)		실습부서 (Internship Department)	
실습기간 (Internship Duration)	년 월 일 ~ 년 월 일 총 주 시간 근무함 yyyy/mm/dd ~ yyyy/mm/dd (Total: ____ weeks / ____ hours)		
실습 담당업무 (Job Description)			

2. 현장실습생 평가 사항 (Student Evaluation)

	매우 낮음 (Poor)	낮음 (Low)	보통 (Mediocre)	높음 (High)	매우 높음 (Excellent)
성실성 (근태포함) (Integrity)					
책임감 (Responsibility)					
업무수행능력 (Work Ability)					
조직융화력 (Teamwork)					
창의력 (Creativity)					
적극성 (Motivation)					
발전 가능성 (Potentiality)					



## Internship Questionnaire(Training Organization)

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This questionnaire is designed to further enhance the system of field training program, and the purpose is to investigate the problems and areas of improvement that you have felt while managing the internship program.

We kindly ask for your honest answers that your valuable feedback can be of practical help in effective operation of the program.

The results of the questionnaire are used only for the purpose of improving the program operation and your answers or personal information would never be disclosed.

Thank you for participating in the survey.

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Training Organization			
Respondent Name		Email Address	

Korea University

Question	Evaluation				
<b>■ Program Awareness</b>					
1. I am aware that this internship is linked in the credit transfer to Korea University.	① Yes	② No			
<b>■ Assessment of Student Participants (1: Lowest ~ 5: Highest)</b>					
2. The students who participated in the internship had knowledge and ability related to their major.	①	②	③	④	⑤
3. Students who participated in the internship showed high interest and actively participated.	①	②	③	④	⑤
4. Through the students who participated in on-the-job training, it helped to create new ideas and atmosphere in the organization.	①	②	③	④	⑤
5. I am willing to offer a job for an excellent student who participated in the internship.	①	②	③	④	⑤
<b>■ Appropriateness of Internship</b>					
6. The university's plans and schedules were appropriately structured and planned.	①	②	③	④	⑤
7. The internship fully reflects the needs and opinions of students.	①	②	③	④	⑤
8. The internship would enhance the cooperation between the industry and university.	①	②	③	④	⑤
<b>■ Other Suggestions for Future Internship</b>					
9. How many interns do you think is appropriate for each company? ( ) ① One      ② Two      ③ Three      ④ More than four					
10. Which type do you think is most appropriate for the type of internship? ( ) (The form you wish to operate at your institution) ① Summer/Winter Semester    ② Full Semester    ③ Combination of 1 and 2					
11. How many weeks of practice do you think is appropriate for the internship? Summer/Winter Semester : ( ) weeks / Full Semester : ( ) weeks					
12. Please comment on any areas that need improvement for the university's administrative process regarding the internship.					