**Mentee Feedback Evaluation Form**

**Mentor Information**

* **Name of Mentor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Date of Evaluation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Mentorship Period: From \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Mentee Information**

* **Name of Mentee: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Department/Field: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Role: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Evaluation Table**

| **Evaluation Criteria** | **Excellent** | **Good** | **Satisfactory** | **Needs Improvement** | **Comments** |
| --- | --- | --- | --- | --- | --- |
| **Communication Skills** | **[ ]** | **[ ]** | **[ ]** | **[ ]** |  |
| **Goal Setting** | **[ ]** | **[ ]** | **[ ]** | **[ ]** |  |
| **Problem-Solving Skills** | **[ ]** | **[ ]** | **[ ]** | **[ ]** |  |
| **Feedback Implementation** | **[ ]** | **[ ]** | **[ ]** | **[ ]** |  |
| **Overall Mentorship Impact** | **[ ]** | **[ ]** | **[ ]** | **[ ]** |  |

**Additional Feedback**

* **Strengths: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Areas for Improvement: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Approval**

* **I agree with the feedback provided.**
* **Signature of Mentor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Signature of Mentee: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**