WSOA Woodbury School of Architecture

This form is to verify fulfillment of the work experience requirement for Woodbury School of Architecture students. Please use this form to assess the student's preparation for work and to verify the hours that the Woodbury School of Architecture student worked for your firm, company or organization. Please send the completed form to ***wsoa.workexperience@woodbury.edu*** for review and recording with the Registrar's Office. Receipt of this form by the Registrar's Office is REQUIRED for the student's degree completion.

STUDENT LAST NAME   FIRST NAME   YEAR IN PROGRAM

EMAIL ADDRESS   TELEPHONE NUMBER

- -

SUPERVISOR LAST NAME   FIRST NAME   COMPANY NAME

POSITION   EMAIL ADDRESS   TELEPHONE NUMBER

- -

I, _____ hereby verify the gainful employment of _____ at
 SUPERVISOR   STUDENT

_____ from _____ to _____ for a total of _____ hours. The student
 COMPANY NAME   START DATE   END DATE   TOTAL HOURS

was compensated at a rate of $ _____ per hour.
                               WAGE

_____
SUPERVISOR SIGNATURE

7500 North Glenoaks Boulevard | Burbank, CA 91501 | (818) 252-5102
2212 Main Street | San Diego, CA 92113 | (619) 235-2900
www.woodbury.edu

WOODBURY UNIVERSITY
FOUNDED IN 1884

EMPLOYER WORK EXPERIENCE VERIFICATION
BACHELOR OF SCIENCE IN DESIGN COMPUTATION

Woodbury School of Architecture

Please take some time to evaluate the student-intern based on your interactions with them and the quality of their work. These evaluations will not be viewed by the student, and will not be analyzed on an individual basis. The data gathered from these evaluations will be used exclusively for the aggregate assessment of the curriculum and extra-curricular services and facilities offered by Woodbury University.

a. CAREER PATH

During their time as an intern at your firm:

1	the student demonstrated an ability to participate in the day-to-day operations of a design or media company/firm.					
STRONGLY DISAGREE	1	2	3	4	5	STRONGLY AGREE

2	the student demonstrated an understanding of the professional role of a designer or media artist.					
STRONGLY DISAGREE	1	2	3	4	5	STRONGLY AGREE

3	the student demonstrated an understanding of the relationship between a designer/media artist, a client, and any consultants.					
STRONGLY DISAGREE	1	2	3	4	5	STRONGLY AGREE

4	Were the hours of work experience completed by the student reported to a certification body? If so, which one?	
YES	NO	

b. LEADERSHIP AND COLLABORATION

During their time as an intern at your firm:

1	the student demonstrated critical and creative thinking in their contribution to project development.					
STRONGLY DISAGREE	1	2	3	4	5	STRONGLY AGREE

2	the student demonstrated an ability to communicate in a professional manner.					
STRONGLY DISAGREE	1	2	3	4	5	STRONGLY AGREE

3	the student demonstrated an ability to actively participate in team project activities.					
STRONGLY DISAGREE	1	2	3	4	5	STRONGLY AGREE

4	the student demonstrated an ability to navigate the social and cultural contexts of the project and work environment.					
STRONGLY DISAGREE	1	2	3	4	5	STRONGLY AGREE

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c. PROFESSIONAL PRACTICE

During their time as an intern at your firm:

1	the student demonstrated an ability to conduct themselves in a manner befitting a design/media professional.					
STRONGLY DISAGREE	1	2	3	4	5	STRONGLY AGREE

2	the student demonstrated competency with the tools and software required for design/media practice..					
STRONGLY DISAGREE	1	2	3	4	5	STRONGLY AGREE

3	the student demonstrated an understanding of the project delivery process.					
STRONGLY DISAGREE	1	2	3	4	5	STRONGLY AGREE

4	the student demonstrated an understanding of pre-design and pre-implementation research.					
STRONGLY DISAGREE	1	2	3	4	5	STRONGLY AGREE

5	the student demonstrated an ability to contribute to the preparation of project deliverables.					
STRONGLY DISAGREE	1	2	3	4	5	STRONGLY AGREE

6	Would you consider hiring the student for a full-time position following their degree completion?
YES	NO
Why or why not?	

d. RESPONSIBILITIES

Please provide some brief details on the project(s) the student worked on, and what their responsibilities were:

_____

PROJECT TYPOLOGY

_____

_____

STUDENT RESPONSIBILITIES

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e. FUTURE FOCUS

Based on their time at your firm, which of the following areas should the student focus on improving upon?

Y	N	n/a		Y	N	n/a	
Y	N	n/a	Building Information Modeling (BIM)	Y	N	n/a	Rendering & Visualization
Y	N	n/a	Construction Technologies	Y	N	n/a	Animation
Y	N	n/a	Digital Fabrication	Y	N	n/a	Parametric Design
Y	N	n/a	Programming & Computation	Y	N	n/a	Written Communication
Y	N	n/a	Robotics	Y	N	n/a	Systems Analysis/Integration
Y	N	n/a	2D & 3D Modeling	Y	N	n/a	Design-Build/Development
Y	N	n/a	Time Management	Y	N	n/a	Presentation & Public Speaking

Other:

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