



STATE OF WEST VIRGINIA
 Board of Funeral Service Examiners
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THIRD QUARTER APPRENTICE EVALUATION

Apprentice's Name: _____ AFD: _____ AE: _____

Supervisor's Name: _____ Funeral Home: _____

1. Has the Apprentice shown adequate progress this quarter? Please explain. _____ Yes _____ No

2. Indicate the level of knowledge and proficiency you observe in your apprentice on a scale of 1-10: (1-Unsatisfactory, 10-Excellent). Please comment on each area.

| <i>AREA OF KNOWLEDGE AND PROFICIENCY</i> | <i>Rating (1-10)</i> |
|--|----------------------|
| A) West Virginia Law | |
| B) Federal Law | |
| C) Vital Statistic Regulations | |
| D) Merchandise/Merchandising | |
| E) Funeral Arranging | |
| F) Counseling | |
| G) Funeral Directing | |
| H) Knowledge at Religious and Fraternal Rites and Procedures | |
| I) General Business Procedures | |

3. Please comment on the Apprentice's attitude towards a career in funeral service.

4. After nine months of supervision, please evaluate and comment on the Apprentice in the follow areas on a scale of 1-10 (1-Unsatisfactory, 10-Excellent).

| <i>AREA OF KNOWLEDGE AND PROFICIENCY</i> | <i>Rating (1-10)</i> |
|--|----------------------|
| A) Responsibility | |
| B) Reliability | |
| C) Interpersonal Relationships | |
| D) Initiative | |
| E) Attitude | |
| F) Overall Quality of Work | |

5. Can the Apprentice perform most embalming functions with minimal supervision?

6. In terms of embalming techniques, what are the Apprentice's

Strengths:

Weaknesses:

I certify that this is an accurate report on the progress of the above-named Apprentice and has been prepared without consultation with the Apprentice.

Signature of Preceptor

Date