

Tips for Registered Apprentice Evaluations

Evaluations provide opportunities to reflect on your growth and to set goals for your registered apprenticeship program. It is important to consider the following tips to gain the most from the evaluation experience.

Before your evaluation

Engage in self-evaluation: Reflect on how you are doing and make notes of any questions you may have about your progress in your related instruction or on-the-job training.

Be positive: Approach your evaluation with an open mind and growth mindset.

During your evaluation

Listen actively: Be receptive to feedback and listen carefully to understand areas for growth. Don't get defensive or shut down. Remember, your registered apprenticeship program is your learning experience in addition to it being your career.

Participate: Ask questions when you need clarification on ratings you receive. Exercise your voice by offering feedback to your supervisors about your learning experience.

After your evaluation

Reflect: What did I learn about myself and my progress? What might I do differently next time?

Create an action plan: Focus on two or three things you can implement immediately. Chart your progress and continue to set new goals.

Embrace the opportunity by actively participating in your registered apprenticeship evaluations. Apply what you learned during the evaluation process on the job.

