



*** Exit Surveys are due within 5 days of the apprentice leaving your company. Employers remain financially responsible for all fees incurred by the below-named apprentice until the exit survey is submitted.**

Apprentice Exit Survey Form

The purpose of this form is to monitor the educational growth of the apprentice. It provides an indication of the apprentice’s motivation to accomplish tasks, ability in the craft and potential for successful completion of the ABC apprenticeship program. This information will assist ABC in determining the apprentice’s future employability. Additionally, **this form removes an apprentice from a company’s billing cycle** and is due within 5 days of end date.

Reason for Leaving: (Please indicate departure date.)

Apprentice Name _____

Apprentice Quit: ___/___/___ Laid Off: ___/___/___ Terminated: ___/___/___

Company: _____ Evaluator: _____ Exit Wage: \$ _____

Yes No Usually

- 1.) The apprentice actively pursues related instruction.
- 2.) The apprentice understands verbal communications.
- 3.) The apprentice follows company safety procedures.
- 4.) The apprentice takes pride in doing the job right.
- 5.) The apprentice follows directions from supervisors.
- 6.) The apprentice demonstrates an eagerness to learn.
- 7.) The apprentice maintains a neat and tidy work area.
- 8.) The apprentice shows up on time and ready for work.
- 9.) The apprentice demonstrates willingness to put forth extra effort.
- 10.) We would be willing to invest in this apprentices training in the future.
- 11.) I intend to rehire this individual as this is a temporary lay-off.

I have reviewed this survey with the apprentice.

Please make additional comments here in regards to why the apprentice quit or was terminated.

Signature

Title

Date