

# PROGRESS REPORT FOR UWF COUNSELING PROGRAM

NAME: \_\_\_\_\_ YEAR IN PROGRAM: 1 2 3 (circle one)

ADVISOR: \_\_\_\_\_ DATE: \_\_\_\_\_

EVALUATION PERIOD: \_\_\_\_\_

## OVERALL PROGRESS:

- Commendation of Honor
- Continuation in Program in Good Standing
- Continuation in Program with Remedial Action
- Probation
- Dismissal

## COMMENTS (IF INDICATED):

**Holistic Rating Criteria:**  
4 = exceeds expectations  
3 = meets expectations  
2 = needs improvement  
1 = needs substantial improvement  
\* = insufficient opportunity to observe

### Knowledge Base in Psychology/Counseling

#### RATING

#### Comment (if indicated):

Overall GPA =

- Maintain current academic practice
- Seek assistance with the following:

Semester GPA =

### Critical Thinking and Professional Problem Solving

#### RATING

#### Comments (if indicated):

- A. Uses DSM-5 as diagnostic framework
- B. Displays appreciation of research
- C. Plans evidence-based treatment
- D. Evaluates effectiveness of interventions
- E. Incorporates performance feedback from supervisors
- F. Engages in research process

Notable strengths:

Notable weaknesses:

### Communication in Professional Practice

#### RATING

#### Comments (if indicated):

- G. Conducts self and dresses professionally
- H. Listens attentively
- I. Expresses ideas effectively
- J. Manages and expresses emotions appropriately
- K. Embraces individual and cultural differences; open-minded
- L. Interacts effectively with diverse others
- M. Participates appropriately in class discussion
- N. Makes effective oral presentations
- O. Writes effectively
- P. Uses technology appropriately in clinical/academic settings

Notable strengths:

Notable weaknesses:

### Integrity/Values

#### RATING

#### Comments (if indicated):

- Q. Shows concern for welfare of others
- R. Demonstrates empathy
- S. Identifies with the profession of psychology/counseling
- T. Maintains appropriate ethical & personal integrity standards
- U. Expresses commitment to social justice
- V. Demonstrates awareness of self and effects on others
- W. Engages in self-care practices to balance school-work-life

Notable strengths:

Notable weaknesses:

### Project Management

#### RATING

#### Comments (if indicated):

- X. Plans and executes projects skillfully
- Y. Collaborates effectively on team projects
- Z. Delivers appropriately on commitments

Notable strengths:

Notable weaknesses:

## OVERALL PROGRESS DEFINITIONS

**Commendation of Honor:** The faculty may elect to formally recognize a student for overall performance that exceeds expectations and represents excellence in the profession, relative to the minimum expectations for the student's level of training. This progress rating is given if: 1) academic performance (as outlined by GPA standards below) exceeds expectations; 2) at least two other areas of performance are judged by Counseling faculty to exceed expectations; **and** 3) there are no areas of performance deemed in need of improvement or in need of substantial improvement. For situations in which a performance area cannot be assessed (e.g., student not involved in Practicum or Internship at the time of evaluation), academic performance (as outlined by GPA standards below) and a majority of the remaining, rated performance areas must be deemed to exceed expectations, with no areas of performance deemed in need of improvement or in need of substantial improvement.

**Continuation in Program in Good Standing:** The faculty will recommend continuation in the program for students in good standing, (i.e., students who demonstrate satisfactory performance relative to the minimum expectations for the student's level of training) as represented by meeting expectations in all performance areas evaluated, without areas of performance deemed in need of improvement or in need of substantial improvement.

**Continuation in Program with Remedial Action:** The faculty may recommend continuation in the program, but with specific recommendations for remedial action to be taken by the student who demonstrates satisfactory performance in most areas evaluated, but is also found to in need of improvement in one performance area evaluated. Such remedial action is intended to assist the student in correcting the area of deficiency and is expected to be completed by the next regular evaluation. This recommendation shall include a notice to the student of the potential for being placed on probation or dismissed from the program if the remedial action is not successfully completed.

**Probation:** The faculty may recommend probation in any of the following circumstances:

- for a student whose performance in more than one area is evaluated as being in need of improvement,
- for a student whose performance in one or more areas is evaluated as being in need of substantial improvement,
- for a student who fails to successfully complete a previously recommended remedial action,
- for a student under investigation for alleged violation of APA or ACA ethical standards, until the conclusion of the investigation,
- for a student under investigation for alleged violation of Florida statutes, which would normally result in restriction from professional activities as a mental health professional, until the conclusion of the investigation,
- for a student under investigation for alleged violation of the UWF Student Code of Conduct, until the conclusion of the investigation.

**Dismissal:** The faculty may recommend dismissal from the program for a student who consistently fails to demonstrate adequate progress in any one or more of the performance areas evaluated, or for a student who fails to successfully complete recommended remedial plans.

### GPA Standards for Academic Performance:

- Exceeds Expectations: Semester GPA = 3.8 - 4.0
- Meets Expectations: Semester GPA = 3.0 - 3.79
- Needs Improvement: Semester GPA < 3.0
- Needs Substantial Improvement: Overall GPA < 3.0

**Note:** Although academic performance ratings are guided by GPA standards, a student may receive a reduced rating for academic performance reasons other than GPA, such as not making progress on the internship expectations, not responding to or meeting with faculty when indicated, or unprofessional/unethical behaviors that affect progress in the program. See the Counseling Program Handbook for more information.

**We strongly encourage you to discuss your evaluation with your advisor and other counseling faculty, especially if feedback given above indicates that this is necessary.** Please sign and date this form indicating that you have read your evaluation and have been encouraged to discuss it with your advisor. Return to program coordinator.

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Student Signature

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Date