

**Supervised Ministry & Vocational Planning Office**

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| In-Process Assessment |
| **Process:**   * The supervisor and student each prepare their In-Process Assessment. * The supervisor and student meet to exchange, review, and discuss the reports. * Both send their reports to the course instructor by the last day of the fall term. |
| **Student Guidelines:**  The student responds in writing to the items below.   1. At this point of your internship, where do you find the greatest sense of accomplishment and satisfaction? Respond to this question bearing in mind the learning goals you set. Click or tap here to enter text. 2. Where have you encountered the greatest challenges and difficulties in accomplishing the tasks and goals of the internship? Click or tap here to enter text. 3. Comment on the relationship between you and a) your supervisor and b) your mentoring team (in parish settings).Click or tap here to enter text. 4. Have you made any decisions to change your learning goals or internship responsibilities? Is so, please comment. Click or tap here to enter text. 5. Do you need any additional support from your instructor? Click or tap here to enter text. 6. Do you have any additional comments? Click or tap here to enter text. |
| **Supervisor Guidelines:**  The supervisor responds in writing to the items below.   1. As you look back on the Learning Covenant, assess the progress the student has made toward completing the learning goals. Include in these reflections your assessments of the student’s growth toward ministerial vocation and identity, the student’s relationship with authority (his/her/their own, and others), the ways in which the student’s ministry is received, and the ways in which the congregation/agency has been helpful or unhelpful in these processes.   Click or tap here to enter text.   1. Are there any revisions to the Learning Covenant which now seem appropriate? If so, please describe them. Click or tap here to enter text. 2. Describe some of the issues that are being raised in supervision and theological reflection. Assess the methods you are using to raise issues and structure your discussions and any directions you see as desirable for the next term. Click or tap here to enter text. 3. Do you need any additional support from your instructor? Click or tap here to enter text. 4. Do you have any additional comments? Click or tap here to enter text. |

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| **Supervisor Name (Printed):** Click or tap here to enter text.  **Supervisor Signature: Date:**  **Student Name (Printed):** Click or tap here to enter text.  **Student Signature: Date:**  **Church Name:** Click or tap here to enter text.  **Charlotte: Email your report to** [**schang@upsem.edu**](mailto:schang@upsem.edu)  **Richmond: Email your report to** [**dtripodi@upsem.edu**](mailto:dtripodi@upsem.edu) |