



### Visitation Report

Date of Visit: \_\_\_\_\_ Visiting Instructor: \_\_\_\_\_

Name of Company: \_\_\_\_\_

Address of Company: \_\_\_\_\_

Name of Person Contacted: \_\_\_\_\_ Title: \_\_\_\_\_

Type of Employees: \_\_\_\_\_

Number of Employees at Present: \_\_\_\_\_ Expected Turnover: \_\_\_\_\_

Number and Type of Positions Available at Present: \_\_\_\_\_

Is school equipment comparable to this company's equipment? \_\_\_\_\_ Yes \_\_\_\_\_ No

If no, list equipment needed: \_\_\_\_\_

Employer Recommendations: \_\_\_\_\_

Does course outlines meet the needs of this business? \_\_\_\_\_ Yes \_\_\_\_\_ No

If no, list changes: \_\_\_\_\_

Have you employed graduates of Reid State's \_\_\_\_\_ program?

\_\_\_\_\_ Yes \_\_\_\_\_ No

Please rate the quality of their preparation for entry-level work.

\_\_\_\_\_ Excellent \_\_\_\_\_ Good \_\_\_\_\_ Fair \_\_\_\_\_ Poor

What can be done by Reid State to improve the quality of their preparation in academic and occupational skills?

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