

國立高雄餐旅大學學生校外實習學習計畫表

National Kaohsiung University of Hospitality and Tourism Internship Learning Plan for Off-Campus Internship

[illegible]

企業提供課程 Course Provided by Partnering Site	
課程名稱 Course Title	辦理日期 Date
老師輔導記錄(訪視)Faculty Supervisor Counselling Record (Site-Visit)	
輔導方式 Methods of Counselling	日期 Date
三、實習成效考核與回饋 Assessment and Feedback of Internship Effectiveness	
實習成效評核項目與權重 Internship Effectiveness Assessment Item and Weight	1、實習單位工作表現及出勤之考核成績占總成績 60%。 The appraisal of on-site performance and attendance accounts for 60% of overall score. 2、本校實習輔導老師訪視輔導考核成績占總成績 20%。 The evaluation of the faculty supervisor's visiting/counselling accounts for 20% of overall score. 3、實習作業及心得報告考核成績占總成績 20%。 The evaluation of internship assignment and report accounts for 20% of overall score.
實習回饋方式 Feedback	1、實習生實習成效檢討會議 Review meeting for the intern's internship effectiveness 2、實習生問卷調查 Intern's questionnaire 3、學長姐薪火相傳心得分享 Senior students share their experiences 4、實習合作機構檢討 Internship partnering site review 5、實習職缺篩選檢討 Internship vacancies' screen and review

備註:因應教育部校外實習課程之政策，本校制訂學生校外實習學習計畫表，請於實習期間務必隨時紀錄，並於實習結束後交予業界輔導老師、學校輔導師老師(導師)及學生本人簽名或核章後，請實習負責人於開學後一週收齊繳至實習組備查。

In accordance with the policy of Ministry of Education on the off-campus internship program, NKUHT established an internship study plan for students which shall be recorded frequently during the internship and signed(or stamped) by the on-site supervisor, faculty supervisor (homeroom teacher) and students themselves after the internship's completed. Interns in charge please collect them to the Internship Section 1 week after the school begins.

業界輔導老師：
On-Site Supervisor

學校輔導老師：
faculty supervisor

實習學生：
intern