

## Pre-ETS Incentive Form

### Summer 2025 Work Readiness Workshops

Participant Name \_\_\_\_\_ CMS # \_\_\_\_\_

Participant Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

**Rating Scale: 3 = Excellent 2 = Good 1 = Needs Improvement**

(Must receive an overall average score of 2 or better to earn incentive)

|  |  |        |  |            |  |             |  |  |  |  |  |
|--|--|--------|--|------------|--|-------------|--|--|--|--|--|
| <p style="text-align: center;"><b><u>Communication</u></b></p> <p>Communicates in a courteous and friendly manner<br/> <div style="text-align: center;">3      2      1</div> </p> <p>Asks questions<br/> <div style="text-align: center;">3      2      1</div> </p> <p>Participates regularly in class discussion<br/> <div style="text-align: center;">3      2      1</div> </p>                         | <p style="text-align: center;"><b><u>Attendance:</u></b></p> <p>On time for classes<br/> <div style="text-align: center;">3      2      1</div> </p> <p>Ready to begin at the start of class<br/> <div style="text-align: center;">3      2      1</div> </p> <p>Maintains acceptable attendance rate<br/> <div style="text-align: center;">3      2      1</div> </p> |        |  |            |  |             |  |  |  |  |  |
| <p style="text-align: center;"><b><u>Work Maturity</u></b></p> <p>Follows verbal and written instructions<br/> <div style="text-align: center;">3      2      1</div> </p> <p>Works at assignments until they are complete<br/> <div style="text-align: center;">3      2      1</div> </p> <p>Shows good use of time and follows schedules<br/> <div style="text-align: center;">3      2      1</div> </p> | <p><b>At least 3 of the following assignments are complete:</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>Resume</td><td></td></tr> <tr><td>References</td><td></td></tr> <tr><td>Application</td><td></td></tr> <tr><td> </td><td></td></tr> <tr><td> </td><td></td></tr> </table>   | Resume |  | References |  | Application |  |  |  |  |  |
| Resume   |  |        |  |            |  |             |  |  |  |  |  |
| References   |  |        |  |            |  |             |  |  |  |  |  |
| Application  |  |        |  |            |  |             |  |  |  |  |  |
|  |  |        |  |            |  |             |  |  |  |  |  |
|  |  |        |  |            |  |             |  |  |  |  |  |

**ATTENDANCE:** Date \_\_\_\_\_ to \_\_\_\_\_ # Hours participated \_\_\_\_\_

|  |                                      |                                      |                                      |                                     |
|--|--------------------------------------|--------------------------------------|--------------------------------------|-------------------------------------|
| <b>All requirements above have been met and the total hours of participation are within the following range (check only one box) :</b> | <input type="checkbox"/> 16-19 hours | <input type="checkbox"/> 20-23 hours | <input type="checkbox"/> 24-26 hours | <input type="checkbox"/> 27 + hours |
| <b>Gift card amount . . .</b>  | <b>\$25</b>                          | <b>\$50</b>                          | <b>\$75</b>                          | <b>\$100</b>                        |

|             |  |       |  |
|-------------|--|-------|--|
| Student:    |  | Date: |  |
| Instructor: |  | Date: |  |
| Manager:    |  | Date: |  |