



PROGRAM EVALUATION REPORT
OFF-CAMPUS STUDY & EXCHANGES
Skidmore College

This evaluation report is designed to help OCSE evaluate Skidmore and Approved Programs in an attempt to maintain high quality programs and to troubleshoot as needed. In addition, it serves to keep OCSE updated as to the details of the program. We will use this information when advising students in the future.

Thank you for your assistance in our efforts to deliver the best off-campus programs available.

Note: This report is due to OCSE within one month of completing the site visit.

Program Title:

Site Visited – city and country:

Sponsoring Institution (provider and/or university):

Dates of Visit:

Name and Title of Evaluator:

ADVISING POINTS

1. Highlight important academic and co-curricular aspects of the program that will help us advise students regarding the realities of the program on site. (give bullet points)
2. What are the distinctive characteristics and/or strengths of this program?
3. What are the weaknesses of this program?
4. What student population would this program best serve?

ON-SITE PROGRAM

1. Comment on the program structure, the language of instruction, who attends classes (US students or a combination of US and local students), and if there are required components.
2. Comment on the program as it pertains to department-specific goals for off-campus study.
3. Comment on any specific academic or administrative concerns you've been asked to address during your review. (OCSE will share any specific concerns prior to your visit. Please be sure address these with the on-site staff during your evaluation visit.)

ON-SITE ACADEMICS AND FACULTY

1. Comment on the host institution and the program's curricular strengths. Do they suit your students' needs?
2. Comment on the registration process, the availability of courses, and the availability of course information/syllabi. Discuss any challenges students face in this area.
3. Are there any academic aspects that are distinctive to this program? (type of assessment, service learning opportunities, community-based projects, etc.)
4. Comment on any classes you attended while on site – strengths, weaknesses, distinctive pedagogies. (Include course name, number of students, professor's name, and comments on level of instruction.)
5. Comment on quality of faculty in general and in the context of our students' needs and expectations. Are instructors accessible to and engaged with students?
6. Comment on the ability of our students to meet the academic demands of the program.

ON-SITE STUDENT SUPPORT

1. Comment on the program's support staff – number of staff, length of time with program, staff ability to support student needs – and students' perceived satisfaction level with on-site services and staff.
2. Comment on student housing – type, location in terms of classes, arrangements for meals, student satisfaction.
3. Comment on the on-site facilities, including classroom, library, administrative, and computer facilities.
4. Comment on the co-curricular program – type and number of extracurricular activities, how activities tie to curriculum, and feedback about activities.
5. Comment on our students' interaction with the local community - opportunities that exist, organized or more informal, assistance from program in finding connections.
6. Comment on health and safety structures – any concerns or issues.
7. What are the strengths and weaknesses of the on-site student support? Are there specific areas of concern or specific areas of success?

PROGRAM SITE

Please comment on the city where the program is held. Why is this particular program well-suited (or not) for its location? What advantages or disadvantages does the location present? Include any information about cultural events, public transportation, affordability, and general atmosphere of city that will help us in advising for and evaluating this program.