

## PROGRESS REPORT COVER SHEET

### STUDENT INFORMATION

Full Name \_\_\_\_\_

Student ID \_\_\_\_\_

Degree Program \_\_\_\_\_

Local Street Address \_\_\_\_\_

Telephone \_\_\_\_\_

GCTS Box # \_\_\_\_\_

E-mail \_\_\_\_\_

### COURSE INFORMATION

- MM502       MM701  
 MM601       MM702  
 MM602       Other: \_\_\_\_\_

Semester and Year \_\_\_\_\_

Please attach the following forms:

- Questions for Student Response  
 Questions for Mentor Response

My mentor and I have discussed my *Profiles of Ministry* results:

- Yes       No  
 Discussed in previous semester  
 Will discuss next semester

### MINISTRY INFORMATION

Name of Church or Ministry \_\_\_\_\_

Church/Ministry Address \_\_\_\_\_

Your Role or Title \_\_\_\_\_

Name of Mentor \_\_\_\_\_

Mentor E-Mail \_\_\_\_\_

Did you and your mentor meet personally for a minimum of 10 hours this semester?     Yes     No

If "No," please explain:

### AFFIRMATION

(We have read and discussed each other's comments.)

Student Signature \_\_\_\_\_

Date \_\_\_\_\_

Mentor Signature \_\_\_\_\_

Date \_\_\_\_\_

MM Director Signature \_\_\_\_\_

Date \_\_\_\_\_

OFFICE USE:

Student DB

# PROGRESS REPORT

## Questions for Student Response

This report is to be completed at the end of each semester of Mentored Ministry - up until (but not including) the final unit at any given ministry site. Your report and the report of your mentor should be attached to the cover sheet. Be sure to obtain your mentor's signature on the cover sheet, verifying that both of you have discussed your evaluations together.

Please type or print legibly the narrative portions of your report (single-space within a given section). Take your time and carefully reflect on the questions involved.

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1. Note your "learning objectives" for this term. Briefly note your progress toward each objective. Make a separate statement for each objective listed.

2. Please evaluate your mentoring sessions as they relate to your understanding of ministry.

(No Growth)                      1            2            3            4            5            (Significant Growth)

3. Reflect on the development of your "spiritual formation" in this particular ministry.

(Little Development)    1            2            3            4            5            (Significant Stretching)    OVER ➤

4. Rate yourself on the following factors:

A. Resolving difficult situations in this ministry site.

(Frustration)            1        2        3        4        5            (Satisfying Relations)

B. Growth in your personal maturity/identity.

(Stuck)                    1        2        3        4        5            (Significant Growth)

C. The apparent response of people to your ministry.

(Little Encouragement) 1        2        3        4        5            (Very Affirming)

D. Development of your own ministry/pastoral identity.

(Uncertainty)            1        2        3        4        5            (Substantial Development)

E. Satisfaction in your ministry context.

(Frustrated)            1        2        3        4        5            (Very Satisfied)

F. Overall satisfaction with ministry context.

(Not a Good Fit)        1        2        3        4        5            (A Good Place to Grow)

5. Use this space for additional comments regarding this ministry experience.

Please submit this, along with your mentor's response and the *Progress Report Cover Sheet*, to the Mentored Ministry office by the posted due date.

It is the student's responsibility to make sure all work is submitted on time.

Student: \_\_\_\_\_

Mentor: \_\_\_\_\_

## **PROGRESS REPORT**

### **Questions for Mentor Response**

The primary purpose of the *Progress Report* is to provide a vehicle for discussing your student's work and to give them your direct feedback. This report is to be completed at the end of each unit of Mentored Ministry at a given ministry site - except for the final unit, for which you would use the *Final Evaluation*. Once you and your student have discussed your reports, make sure that you both sign the cover sheet, verifying that you have discussed your evaluations together.

The rating scales below range from (1) poor and ineffective to (5) superior performance. Please select the most accurate number on the scale.

1. Relationship of student to you, to the parishioners and to others at the ministry site.

(Quite Withdrawn)      1      2      3      4      5      (Very Positive)

2. Student's attitude and response toward authority.

(Resistant)              1      2      3      4      5      (A Servant Attitude)

3. Student's demonstration of a balanced and healthy self-image.

(Insecure)              1      2      3      4      5      (Mature Self-image)

4. Student's teachability.

(Unavailable)          1      2      3      4      5      (Eager to Learn)

5. Student's capacity to exercise initiative in ministry projects.

(Dependent)            1      2      3      4      5      (Proactive/Creative)

6. Student's level of self-discipline.

(Undisciplined)        1      2      3      4      5      (Very Reliable)

7. Student's flexibility and capacity for adaptation.

(Rigid)                  1      2      3      4      5      (Flexible)

8. Demonstration of empathy and compassion.

(Uncaring)              1      2      3      4      5      (Very Sensitive)

OVER ➤

9. Capacity of the student to integrate ministry with theology.

(Compartmentalized)    1    2    3    4    5    (Good Capacity)

10. Student's progress in spiritual formation.

(Unchanged)            1    2    3    4    5    (Clearly Maturing)

11. Clarity of student's pastoral identity.

(Undecided)            1    2    3    4    5    (Clear Sense of Call)

12. Your sense of the student's suitability and readiness for ministry.

(Unsuitable)            1    2    3    4    5    (Ready for Ministry)

13. Please identify particular skills that you have observed in this student.

14. Please assign a recommended letter grade for the work of this term \_\_\_\_\_.

15. Any additional comments that would be helpful in our guidance of this student:

Please give your response to the student for submission to Mentored Ministry office.

Please be sensitive to your student's deadline, as their grade could be negatively affected by late work.