

## Student Feedback Form

Trainer Name		Date	
Course Name		Term	

### INDUCTION

How satisfied were you with the.....	Very Satisfied	Satisfied	Dissatisfied	Very Dissatisfied
• Location & directions to the facility?				
• Length & size of the class?				
• Explanation of safety requirements, eg emergency exits?				
• Explanation of venue facilities such as location of toilets?				

### ACADEMIC Staff

How satisfied were you that your teacher ...	Very Satisfied	Satisfied	Dissatisfied	Very Dissatisfied
• Term/Course content matched the subject outline description?				
• Trainer was punctual & prepared for each class?				
• Trainer was ready to help and answer questions?				
• Trainer explained the subject requirements/from signed				
• Trainer facilitated well the subject?				
• Assessment was explained at the start by the trainer?				
• Were respectful & treated you in a professional manner				

### ADMINISTRATION Staff

How satisfied were you that office staff...	Very Satisfied	Satisfied	Dissatisfied	Very Dissatisfied
• Were able to answer questions about the course?				
• Explained terms and conditions of enrolment to you?				
• Processed your term enrolment correctly?				
• Organisation of the materials?				
• Informed you when payments are due?				
• Were respectful & treated you in a professional manner				

### Additional comments: