

# Pre-ETS Incentive Form

## Summer 2026 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                                3    2    1</p> <p>Asks questions                                3    2    1</p> <p>Participates regularly in class discussion                                3    2    1</p>	<p style="text-align: center;"><b><u>Attendance:</u></b></p> <p>On time for classes                                3    2    1</p> <p>Ready to begin at the start of class                                3    2    1</p> <p>Maintains acceptable attendance rate                                3    2    1</p>										
<p style="text-align: center;"><b><u>Work Maturity</u></b></p> <p>Follows verbal and written instructions                                3    2    1</p> <p>Works at assignments until they are complete                                3    2    1</p> <p>Shows good use of time and follows schedules                                3    2    1</p>	<p><b>At least 3 of the following assignments are complete:</b></p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <tr><td>Resume</td><td style="width: 50px;"></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					
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**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:	