

**AETC EVALUATION OF TYPE 1 SPECIAL TRAINING AT CONTRACTOR'S FACILITY**

CONTRACTOR				DATE	
COURSE NO AND TITLE				LENGTH	
CLASS NO	STUDENT LOAD	INSTRUCTOR	BLDG NO	ROOM NO	

*NOTE: Evaluator's ratings will be checked as not applicable (NA), adequate (AD), or inadequate (INAD). All inadequacies will be explained in the Remarks section.*

	NA	AD	INAD		NA	AD	INAD
1. CLASSROOM - LABORATORY				7. GRAPHIC AIDS			
a. Size				a. Training films			
b. Security classification posted				b. Transparencies			
c. Fire and safety				c. Charts			
d. Cleanliness				d. Used effectively			
e. Lighting				e. Quantity			
f. Ventilation				f. Quality			
g. Temperature				8. TRAINERS			
h. Conditions conducive to learning				a. Indicate location of equipment on weapon system			
2. CLASSROOM FIXTURES				b. Simulate actual equipment operation			
a. Furniture suitable				c. Simulate maintenance problems			
b. Chalk boards adequate				d. Afford student practice in use of test equipment and special tools			
c. Clothing racks easily accessible				e. Maintained so as not to interfere with instruction			
d. Student lockers, storage racks, etc., available				f. Quantity			
3. COURSE MATERIALS				g. Quality			
a. Course Chart				9. EXAMINATIONS			
b. Plan of Instruction				a. Cover major items of CTS or outline			
c. Lesson Plans				b. Apply to course materials			
d. Student Reference				c. Measure student subject knowledge			
e. Student Handouts				d. Composed of fair questions			
4. INSTRUCTOR PERSONNEL				e. Informative of students's progress			
a. Properly attired and well groomed				f. Performed on real or representative equipment			
b. Attitude conducive to student training				g. Frequent enough to ensure student proficiency to prescribed code level of CTS or outline			
c. Qualified in subject area				10. TRAINING CONTRACT			
d. Retain class interest and respect				Training conducted in accordance with contract specifications			
e. Exhibit air of confidence and authority				11. STUDENT HOUSING			
f. Direct questions to students				a. Training representative assistance			
g. Allow students to ask questions				b. Reasonable rent			
5. INSTRUCTION				c. Distance from training site			
a. Covered the right amount of theory				d. General student acceptance			
b. Provided proper amount of student participation				12. TRANSPORTATION (Quarters to Training Site)			
c. Is commensurate with coded "extent of training" of the CTS or course outline				a. Public transportation readily available			
d. Easy to follow - smooth transition				b. Reasonable cost			
e. Full academic day utilized				c. Contractor transportation			
6. TRAINING EQUIPMENT				d. Personal transportation recommended			
a. Tools				13. FOOD SERVICE			
b. Test equipment				a. Quality			
c. Bench items				b. Quantity			
d. GFE provided				c. Readily accessible in area			
e. Used by students							
f. Up-to-date for weapon system							
g. CFE provided							

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### **About the ITAOP/savePDF Method**

The traditional Field-by-Field creation process is extremely ineffective and slow.

The only realistic option to create high-quality forms is the Insert-Text-Anywhere-on-Page (ITAOP) method.

The field creation process is about 10,000 times faster than the traditional method; the list of ITAOP features is not even available for the traditional method.

ITAOP savePDF method proved to be very simple and completely reliable for millions of users all over the world (incl. individuals, companies, organizations, government employees).

14. REMARKS (Explain all items rated "inadequate")

15. RECOMMENDATIONS

16. ACTION: Prepare a report of visit, attach evaluation and forward to appropriate manager, responsible training wing. At Lackland, forward to Evaluation Division, 394 TCHTG.

TYPED NAME AND GRADE OF EVALUATOR

SIGNATURE OF EVALUATOR