

Sam Houston State University
Human Resources Department

Exit Interview Questionnaire

Name: _____ Sam ID#: _____

Phone Number: _____ Permanent Address: _____

Employment Status: _____ Faculty _____ Exempt Staff _____ Non-Exempt Staff

Job Title: _____ Department: _____

This form is optional. Your answers will be valuable for constructive evaluation of the position you are vacating and of the university work environment. (Please use the back of the form if extra space is needed.)

I. Date of separation: _____

Check the best reason why you are leaving the university:

- | | |
|--|--|
| _____ <i>Better Opportunity - Explain:</i> | _____ <i>Higher Education Out-of-State</i> |
| _____ <i>Relocation</i> | _____ <i>Not Satisfied with Job/Supervisor</i> |
| _____ <i>Retirement</i> | _____ <i>Attend School Full-Time</i> |
| _____ <i>Involuntary Separation</i> | _____ <i>Stay Home Full-Time</i> |
| _____ <i>Texas State Direct Transfer</i> | |
| _____ <i>Other - Explain:</i> | |

II. Please rate your employment experience with Sam Houston State University:

Very Good *Good* *Average* *Fair* *Poor*

III. Please provide comments about your position in the following areas:

	<i>Very Good</i>	<i>Good</i>	<i>Average</i>	<i>Fair</i>	<i>Poor</i>
<i>Pay</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Benefits</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Advancement</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Co-Workers</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Supervision</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Training</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Working Assignments & Duties</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Working Conditions</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Additional Comments: _____

For HRD Office Use Only: _____