



DALAT INTERNATIONAL SCHOOL

EXIT INTERVIEW FORM– STAFF MEMBER

Please complete the following form and make a copy for your administrator before your scheduled appointment. If you need more space for your comments, please use the back of this form.

Name: _____ Administrator: _____

Date: _____

1. Reason for leaving?
2. What have you enjoyed about your assignment at Dalat International School?
3. How have you changed since being at Dalat International School?
4. Were there frustrations or things you found difficult in your assignment?
5. What suggestions could you offer to make Dalat a better school and a better place to work?
6. Other comments?

| | |
|---|-----------------|
| Arrangements for Shipping/Moving/Selling | |
| Arrangements for Cleaning Apt./House (i.e. paying an amah in advance) | |
| Forwarding Address: | |
| Contact Phone: | E-mail Address: |

