EXIT INTERVIEW
STUDENT EMPLOYMENT EXPERIENCE

Holding an exit interview for student employees can be a great way to help students reflect on their employment experience, and help supervisors gather valuable feedback for their department.

Below you will find strategic questions to ask your student employee in a 10-15 minute exit interview. The bolded text are the main five questions to ask, and the bullets are optional follow-up questions to help students go more in depth with their answers if needed.

Conclude an exit interview with appreciative feedback about the student’s time in your operation. If you’re inclined as a supervisor, you can also encourage the student to keep in touch and reach out if they need a reference.

Exit Interview Questions

1. What have been some of the most positive aspects of this job for you?
   - Tell me more about that…
   - What was one of your favorite parts of the job?

2. What has been challenging about this position?
   - What made (their answer) challenging for you?
   - How did you respond to that challenge?
   - Say a little more about that …

3. How would you say your employment experience matched the expectations you had when starting this job?
   - Tell me more about that…
   - What where your expectations going into this job?
   - What ended up being different from expected and how?
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Continued…

4. In general, how would you describe the relationships you had while working in this role?
   - How would you describe the relationships you had with coworkers?
   - Supervisor(s)?
   - Students and/or customers?

5. What are some things you’ve learned or developed in this job that you think you’ll be able to use in the future?
   - How did you learn those skills?
   - How do you think this/these will be useful for you in the future?

6. Any other feedback you would like to share?