

Course and Instructor Evaluation

Thank you for attending this session. We would appreciate your evaluation and comments about the course and instructor. Please take a few moments to provide your valuable feedback to help us improve future sessions.

Course Name:	Instructor Name:
Training Location:	Date:

Course Evaluation:

	Excellent					Poor
Was the content explained well?	1	2	3	4	5	
Was the content suited to your needs?	1	2	3	4	5	
Were the topics covered in sufficient detail?	1	2	3	4	5	
How would you rate the course in general?	1	2	3	4	5	
Would you recommend this course to other Federal employees?	1	2	3	4	5	
Was your knowledge of the FLTCIP program increased by attending today's session?	1	2	3	4	5	

Instructor Evaluation:

	Excellent					Poor
Was the instructor knowledgeable about the subject?	1	2	3	4	5	
Were the instructor's examples clear and understandable?	1	2	3	4	5	
How appropriate were the instructor's responses to questions?	1	2	3	4	5	
How would you rate the instructor as a presenter?	1	2	3	4	5	
How would you rate the instructor in general?	1	2	3	4	5	

Comments: _____

I have additional questions and need assistance. Please have someone contact me to follow up after the briefing.

Name _____ Best Time to Contact Me _____

Email Address _____ Phone Number _____

Street Address _____

City, State, Zip _____

Would you like to offer a briefing like this at your agency?

The Office of Personnel Management (OPM) requires Federal agencies to accept 'the primary responsibility for the delivery of retirement financial education to their employees and for supporting financial literacy'. 'Each agency must develop a retirement financial education plan' that 'targets employees at a minimum of three career points: new employee, mid-career, and pre-retirement'. (5 U.S.C. 8350)

To assist your agency with this responsibility, we offer employee benefits briefings that include information in six key benefit areas: Pension (CSRS/FERS), Savings (TSP), Life Insurance (FGLI), Health Insurance (FEHB), Disability, and Long-Term Care (FLTCIP). We can also include information on Social Security and Medicare, as well as specific information for employees subject to special provisions (Law Enforcement Officers, Air Traffic Controllers, Customs and Border Protection Officers, and Fire Fighters.) Our sessions are typically full-day programs or half-day programs, but the program length and content can be customized to meet your agency's needs.

Federal Employee Benefits Advocates, LLC can work closely with you and your agency to design a benefits briefing that will help your colleagues to better understand their benefits and learn to use them wisely.

We would welcome the opportunity to talk about a program with your agency. Please share a contact at your agency or another agency with us so that we may help more Federal employees.

I would like to you to contact the person listed below to discuss developing and scheduling a benefits program.

My Name _____

My Email Address _____ My Phone Number _____

Please contact: Me The person listed below Use my name (listed above) when you make contact

Referral Name _____

Referral Email Address _____ Referral Phone Number _____

Referral Agency Name _____ Referral Location _____

Other Information/Comments: _____