

# CALIFORNIA STATE UNIVERSITY, LONG BEACH RESEARCH FOUNDATION

## EXIT INTERVIEW

As you are leaving employment with CSULB Research Foundation, we would like to take this opportunity to gather some information from you about your reason for leaving, and your time as a Research Foundation employee. We appreciate your effort in completing this form and wish you the best in your future endeavors. Please return the completed form to Foundation Human Resources on or before your last day of work.

**EMPLOYEE NAME:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**1. Why are you leaving the Research Foundation?**

**2. When you started at the Research Foundation, what was your initial impression of the organization?**

**3. What is your current impression of the organization?**

**4. Please rate the following aspects of your employment at the Foundation:**

Very

Very

Unsure

Nature of my job

Use of my skills and  
experience

How my performance  
was evaluated

Training Programs

Advancement Opportunities

Salary

Supervisor/Manager

Working Conditions

Overall as a place to Work

**Additional Comments:**

**5. Do you have any suggestions for improvement regarding your position, department or the Foundation?**

**6. If you are moving have you completed a Change of Address form?**

**Yes      No      Not Applicable**

**7. Have you had a work related injury or illness during your employment with CSULB Research Foundation which you did not report to a Human Resources Representative?**

**Yes      No**

**If you answered YES, please explain the circumstances:**