



University of Denver
Employee Exit Questionnaire

General Guidelines for Employee:

Thank you for taking the time to fill out this form. Your honest input and comments are very important to us as an employer so that we can assist in developing a positive work environment across the many departments of the university. This form will be kept confidential using your responses only as statistical data. Specific information will not be shared with your supervisor and/or department coworkers.

Complete forms can be dropped off or mailed to the Human Resources Department:

Human Resources
Attention: Aimee Neu
2199 S. University Blvd.
Denver, CO 80208

Exit Questionnaire Form

Employee Name (optional): _____ Date: _____

Position Held: _____ Staff or Faculty: (circle one)

Exempt or Non-Exempt (circle one) Department: _____

Supervisor (optional): _____ Length of Service: _____

1. Please check one of the following that apply. (Optional)

- Female Male

2. Please check one of the following that apply. (Optional)

- African American or Black
 Asian
 Latino or Hispanic
 Native American or Alaskan Native
 White or Caucasian
 Native Hawaiian or Other Pacific Islander
 Multiple (two or more races)
 Undeclared

3. Before you made the decision to leave the University, did you speak with someone about other internal options?

- Yes
 No

If yes, what options were offered?

4. Please provide the most important reason(s) you decided to leave the University of Denver.

- Layoff
 Pay
 Retirement
 Employee Benefits
 Stress
 Excessive workload
 Personal illness
 Family illness
 Relocation
 Better position which best utilizes my skills and abilities
 Insufficient opportunity for career growth and learning
 Pregnancy
 Dissatisfaction with supervisor
 Inadequate training provided
 Insufficient work assignments
 Insufficient opportunity for advancement and promotion

What is your opinion of the following:

- 8. University of Denver's commitment to diversity
- 9. University's culture
- 10. Opportunity for growth and advancement
- 11. Opportunity for transfer or promotions
- 12. Competency of upper management

Excellent
Good
Average
Below Average
Poor
Not Acceptable

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Rate your department on the following:

- 13. Communication with employees
- 14. Training received
- 15. Equity
- 16. Demonstration of qualities and principles
- 17. Provides recognition on the job
- 18. Follows policies and practices

Excellent
Good
Average
Below Average
Poor
Not Acceptable

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Rate the following benefits:

- 19. Base Salary
- 20. Medical insurance
- 21. Dental insurance
- 22. Life insurance
- 23. Retirement plan
- 24. Tuition Waiver
- 25. Vacation/Sick leave

Excellent
Good
Average
Below Average
Poor
Not Acceptable

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

5. Why have you decided to resign from the University of Denver? (If Applicable)

6. What could have been done to keep you from resigning? (If Applicable)

7. Looking back, what were some of the original factors that made DU your employer of choice?

8. If you accepted another job, what is that job offering you that DU has not?

9. Would you consider returning to DU for future employment?

Yes No

10. What recommendations would you have to make your department a better place to work?

11. Do you have any final comments or concerns?
