



FINAL INTERNSHIP WORK PERFORMANCE EVALUATION

Intern:

Supervisor:

Organization:

Date Sent:

Internship Coordinator:

Please return by:

1. Indicate how satisfied you are with the Student Intern's performance in the following areas:

| | Excellent | Very Good | Average | Below Average | Poor | |
|---|-----------|-----------|---------|---------------|------|-----|
| • Possesses necessary writing and speaking skills | 5 | 4 | 3 | 2 | 1 | N/A |
| • Shows ability to work independently | 5 | 4 | 3 | 2 | 1 | N/A |
| • Does assignments thoroughly | 5 | 4 | 3 | 2 | 1 | N/A |
| • Exhibits a sense of responsibility | 5 | 4 | 3 | 2 | 1 | N/A |
| • Able to accept and use constructive feedback | 5 | 4 | 3 | 2 | 1 | N/A |
| • Shows creativity & originality on assignments | 5 | 4 | 3 | 2 | 1 | N/A |
| • Functions at a high level of productivity | 5 | 4 | 3 | 2 | 1 | N/A |
| • Exhibits a professional attitude | 5 | 4 | 3 | 2 | 1 | N/A |
| • Adapts to changing circumstances | 5 | 4 | 3 | 2 | 1 | N/A |
| • Displays a spirit of cooperation | 5 | 4 | 3 | 2 | 1 | N/A |
| • Is punctual and dependable | 5 | 4 | 3 | 2 | 1 | N/A |
| • Presents an appropriate personal appearance | 5 | 4 | 3 | 2 | 1 | N/A |
| • Exhibits an overall sense of maturity | 5 | 4 | 3 | 2 | 1 | N/A |
| • Overall assessment of Student Intern | 5 | 4 | 3 | 2 | 1 | N/A |

2. Please comment on the Student Intern's strengths and/or areas needing improvement.

3. Please add any additional comments regarding the Student Intern's performance.

Site Supervisor Signature

Date

Intern Signature (after review)

Date