

Student Internship Evaluation

1. Describe the major assignments/duties performed during your internship.
2. What discoveries did you make during your internship? (About your emphasis, the company, yourself, co-workers, the work place and environment, etc.)
3. What aspects of the internship did you enjoy most and least?
4. Were you supervised adequately during the time you were doing your internship?
5. What were your objectives? Did you meet them?

6. Did you get support from your faculty adviser?

7. Do you feel you were prepared for this internship through your course work?

8. Do you have suggestions for students who may do an internship with this employer or any other?

9. What would you have done differently?

10. Other comments?

Intern's Self-Evaluation

Intern Name: _____

Agency: _____

	Poor	Below Average	Average	Above Average	Excellent	Comments
Competence in the Job						
Decision-making skills	1	2	3	4	5	
Organizational skills	1	2	3	4	5	
Knowledge	1	2	3	4	5	
Productivity	1	2	3	4	5	
Initiative	1	2	3	4	5	
Creativity	1	2	3	4	5	
Verbal Communication	1	2	3	4	5	
Written Communication	1	2	3	4	5	
Professionalism						
Personal Appearance	1	2	3	4	5	
Attitude	1	2	3	4	5	
Punctuality	1	2	3	4	5	
Dependability	1	2	3	4	5	
Confidentiality	1	2	3	4	5	
Adaptability	1	2	3	4	5	
Interpersonal Relations						
Client Relations	1	2	3	4	5	
Staff Relations	1	2	3	4	5	
Empathy	1	2	3	4	5	
Cooperation	1	2	3	4	5	
Friendliness	1	2	3	4	5	
Personal Attributes						
Enthusiasm	1	2	3	4	5	
Persistence	1	2	3	4	5	
Assertiveness	1	2	3	4	5	
Emotional Stability	1	2	3	4	5	
Motivation	1	2	3	4	5	

Your Strengths:

Suggestions for Improvement:

Noteworthy Observations/Specific Assignments:

Intern's Signature

Date

