

Internship Site Supervisor Evaluation of Student Intern	
Date Today (Month/Day/Year)	
Student Intern Name	
Sponsoring Agency	
Agency Address	
Agency Supervisor of Internship	
Agency Supervisor email	
Agency Supervisor telephone	

Student Learning Outcomes Evaluation Criteria	Excels	Good	Adequate	Borderline	Failed
At the conclusion of the internship, the intern was able to:					
1. Use internship site terminology appropriately					
2. Show understanding of industry/organization customs and practices					
3. Demonstrate professional skills that pertain directly to the internship experience					
4. Demonstrate effective verbal and written communication skills					
5. Allocate time effectively					
6. Demonstrate effective listening skills					
7. Participate well as a team member and build professional network					
8. Adapt effectively to changing conditions					
9. Demonstrate appropriate workplace attitudes					
10. Demonstrate individual responsibility					
11. Demonstrate effective management of personal behavior, ethics and attitudes					
12. Demonstrate ethical standards appropriate to the internship site					

Site Supervisor Comments

We would like your help in determining information and industry practices to teach our students, so please use this space to make additional comments about this intern's knowledge and performance. Please let us know whether you feel that upon completion of this internship, the student would be an effective employee at your company or similar site. Thank you.

Site Supervisor _____ Date _____