

Internship info

S3 Intern Evaluation Form

Your organization:
Intern's name:
Supervisor:
Supervisor's email:
Supervisor's direct phone number:
Review period
Midterm evaluation
○ Final evaluation

Skills

This evaluation should be filled out by the intern's supervisor. This evaluation will be used as an aid in determining the student's grade for the internship. Your assessment of the intern's experience and performance will be combined with his/her performance of the requirements set by the Sports Sponsorship & Sales program to determine the final grade.

	Ро	or							Е	xcellent
	0	1	2	3	4	5	6	7	8 9) 10
Communication: verbal & oral skills										
Communication: writing skills										
Honesty/Integrity										
Teamwork: works well in a group										
Interpersonal skills: gets along well with others										
Initiative/self-starting										
Strong work ethic										
Analytical & problem- solving skills										
Flexibility & adaptability										
Organizational skills										

Punctuality

Punctuality

Consistently on-time Almost always on time Occasionally late Consistently late

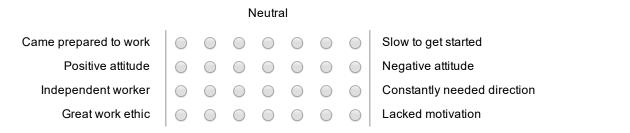
Second Mile

In completing internship responsibilities, to what extent did the student not just meet expectations (went the first mile), but exceeded expectations (went the second mile)?

	Fell far below expectations			Met expectations	Far exceeded expectations		
	-3	-2	-1	0	1	2	3
Going the second mile	0	\circ	\circ	\circ		\circ	0

Attitude

Please evaluate the intern on the following:



Performance

Neutral										
Completed assigned tasks								Left tasks incomplete		
Excellent work	0							Poor work quality		
Volunteered for work								Had to be asked to get things done		

Comments

١	What did the intern do well?

Overall

How would you evaluate this student's performance?

A = ExcellentB+ = Very good

What areas need improvement?

B = Good

C+ = OK, but not that good			
○ C = Don't send us anymore like t	his one		
General comments:			

Thank you for contributing to the learning and growth process for this student!