

INTERNSHIP EVALUATION FORM

Intern :	
Program :	
Employer :	
Host Supervisor :	Function :
Session et evaluation : Summer <input type="checkbox"/> Fall <input type="checkbox"/> Winter <input type="checkbox"/> Evaluation : no.1 <input type="checkbox"/> no.2 <input type="checkbox"/>	

- | | |
|---|--|
| <p>1 Above expectations</p> <p>2 Meets expectations</p> | <p>3 Below expectations</p> <p>4 Fails to meet lowest expectation levels</p> |
|---|--|

	4	3	2	1	Comments
Masters theoretical, technical, and/or practical knowledge.					
Does his or her work with diligence and effectiveness.					
Shows interest and motivation for his or her work.					
Uses his or her competencies well.					
Gains co-workers' confidence and respect.					
Pays attention to details.					
Is assiduous and punctual.					
Shows problem-solving skills.					
Personable and at ease with others.					
Shows courtesy towards other employees.					
Accepts constructive criticism and initiates corrective measures.					
Capable of working in a team.					
Capable of working alone.					
Recognizes the qualities of others and learns from these.					
Effective oral communication.					
Effective written communication.					
Fulfills all duties and responsibilities.					

GLOBAL APPRECIATION OF THIS INTERN			
Exceptional <input type="checkbox"/>	Adequate <input type="checkbox"/>	Passable <input type="checkbox"/>	Unacceptable <input type="checkbox"/>

OUTSTANDING QUALITIES	MAIN WEAKNESSES

GENERAL REMARKS	
THE RESULTS OF THIS EVALUATION HAVE BEEN DISCUSSED WITH THE INTERN: Yes <input type="checkbox"/> No <input type="checkbox"/>	
WOULD YOU BE WILLING TO HOST ANOTHER INTERNSHIP IN THE FUTURE? Yes <input type="checkbox"/> No <input type="checkbox"/>	
_____	_____
Signature: Host Supervisor	Date
PLEASE REMIT THIS FORM TO THE INTERN WHO IN TURN WILL GIVE IT TO THE INTERNSHIP SUPERVISOR	

Note: This evaluation for is a primary tool in establishing the final internship report. As a result, we urge you to discuss its contents with the intern.

We thank you again for sharing in this partnership.