



Student Internship Program Final Evaluation

Intern: _____

Site: _____

The evaluation of your student intern provides important feedback necessary for student development and faculty assessment.

Using the scale provided, please evaluate your intern's performance.

1=Poor, 2=Marginal, 3=Satisfactory, 4=Very Good, 5=Exceptional, Not Applicable

Preparation	1	2	3	4	5	NA
<i>Provided a persuasive, informative resume</i>						
<i>Demonstrated effective interview skills</i>						

Communication Skills

<i>Provides accurate, complete and persuasive written communications</i>						
<i>Communicates effectively with team members and supervisors (interpersonal and team)</i>						
<i>Uses available technology effectively</i>						

Critical Thinking

<i>Uses problem-solving techniques</i>						
<i>Uses critical thinking methods to produce comprehensive, supported conclusions</i>						
<i>Contributes ideas, showed curiosity & initiative</i>						
<i>Distinguishes fact from opinion and critical from non-critical information</i>						
<i>Demonstrates continuous learning</i>						
<i>Shows common sense</i>						
<i>Demonstrates and applies career-related knowledge and practices in the workplace</i>						

Leadership Development and Ethics

1 2 3 4 5 N/A

<i>Accepts responsibility for own actions</i>						
<i>Organization Skills</i>						
<i>Dependable, punctual, reliable</i>						
<i>Team skills, open to other views and values</i>						
<i>Appropriate workplace behavior and appearance</i>						
<i>Manages time and tasks</i>						
<i>Potential for advancement</i>						

1. What were the student's responsibilities?

2. What kind of training was provided?
 - a. Orientation to the company
 - b. Formal training program
 - c. On-the-job training
 - d. Other (classes, etc.)

3. Please explain the provisions for supervising the student (regular meetings, setting goals, review process, etc.)

4. Please comment on the appropriateness of the student's academic training as it relates to this assignment.

5. Please state any suggestions you might have which would help the student to improve in this career field.

6. Would you hire the student as a full-time employee if there were an open position?

7. Please provide any suggestions/comments for improvements to the RMC experiential education program.

Please review this evaluation with the intern to provide productive feedback on the experience. Your signature also authorizes the office of Career Planning and Placement to release these comments to promote the RMC internship program.

Supervisor Signature _____ Date _____

Student Signature _____ Date _____

Cc: Faculty Internship Supervisor