

Internship Final Supervisor Evaluation

Name of Intern

Name of Supervisor

Person Completing This Report *(if different from supervisor)*

Phone

**Please rate the intern in the following areas, using the scale below.
Please feel free to write additional comments.**

SCALE: 5 = Excellent, 4 = Above Average, 3 = Average, 2 = Below Average, 1 = Poor, N/A

1. Overall quality of assignments completed _____
2. Ability to communicate in writing _____
3. Ability to communicate verbally _____
4. Attitude and enthusiasm for assignments _____
5. Aptitude for learning _____
6. Judgment/decision making _____
7. Ability to work with others _____
8. Dependability _____
9. Exercised professional behavior in all situations _____
10. Exercised high ethical standards and practices _____
11. Attendance/punctuality _____
12. Overall performance _____

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Did the intern's ability to communicate in writing improve during the course of the internship?
(If so, please explain.)

Did the intern's ability to communicate verbally improve during the course of the internship?
(If so, please explain.)

Was the intern able to maintain high ethical and professional standards throughout the course of the internship? (Please explain.)

Would you recommend this student for an entry-level position in the industry?
(If so, please explain.)

Do you feel there are areas of skill or educational development that may have been lacking and could be included in the academic curriculum to better meet the needs of the workforce or industry area?

How would you rate the quality of Colby-Sawyer College students compared with students from other institutions? _____

Scale: 5 = Excellent, 4 = Above Average, 3 = Average, 2 = Below Average, 1 = Poor

Please add additional comments explaining your rating:

Total hours completed by intern _____

Do you hire interns for full-time positions with your firm? _____ Yes _____ No

Supervisor's Signature _____

**Return to: Harrington Center, Colby-Sawyer College, 541 Main Street, New London, NH 03257
Fax: 603-526-3010**