

Job Performance Evaluation Form

At the end of the internship, the site supervisor evaluates the student's performance. Please save the completed form and email it to Dr. Charles Soukup (charles.soukup@unco.edu) from the site supervisor's email address. For each of the categories, provide a grade. Use the following guidelines when evaluating each category.

A = excellent

B = good

C = average

D = below average

F= failure

Student's Name
Supervisor's Name

Completion of Assigned Duties
Professionalism
Initiative/Self Motivation
Communication Skills
Overall Performance

Additional Comments Concerning the Student's Performance:

Questions concerning the internship process should be directed to:
Dr. Charles Soukup, Communication Studies Internship Coordinator
charles.soukup@unco.edu
970-351-2059