



The University of Texas at Dallas
800 West Campbell Rd., GR 26, Richardson, TX 75080-3021
972-883-2057 or 972-883-2248

Internship Program Final Evaluation

Student Name: _____

Site Supervisor (please print): _____

Site supervisor (please sign): _____

Date: _____

You may use the following format or write a letter of evaluation for the student. In order to meet the deadline for grades please turn in by the assigned date.

Student's strengths:

Student needs to improve:

Ways student could increase their marketability for a career in this field:

Overall work performance:

SUPERVISOR EVALUATION OF INTERNSHIP EXPERIENCE

Please use the following scale to answer the questions:

Not at all / Completely

Intern clearly understood assignments	1	2	3	4	5
Intern was cooperative and helpful	1	2	3	4	5
Intern performed valuable services	1	2	3	4	5
Fellow workers seemed resentful of the intern	1	2	3	4	5
Intern learned new skills	1	2	3	4	5
Duties were consistent with intern's abilities	1	2	3	4	5
I took into account the intern's other academic commitments when giving assignments	1	2	3	4	5
Intern took more time than I expected	1	2	3	4	5

Intern had:

Opportunity to develop human relations skills	1	2	3	4	5
Opportunity to develop communication skills	1	2	3	4	5
Opportunity to use critical thinking skills	1	2	3	4	5
Internship was challenging for the student	1	2	3	4	5
Intern met my prior expectations	1	2	3	4	5
I was unsure how to best use an intern	1	2	3	4	5
Student was adequately prepared for this internship by previous academic work	1	2	3	4	5
Student was adequately prepared for this internship by previous job experience	1	2	3	4	5
Student was adequately prepared for this internship by previous personal skill development	1	2	3	4	5
It was difficult to schedule this intern	1	2	3	4	5
Intern had many conflicts at this site	1	2	3	4	5
It was easy to give feedback to the intern	1	2	3	4	5
This intern took more of my time than I expected	1	2	3	4	5
If possible, I would want the intern to continue to work at this site	1	2	3	4	5

My motivation for accepting an intern at this site:

I enjoy mentoring students	1	2	3	4	5
Decision was made by others in company	1	2	3	4	5
Feel need to provide service to community	1	2	3	4	5
Previous interns did well	1	2	3	4	5
Students provide cheap labor	1	2	3	4	5
Other:					
Would you recommend others in your field in other organizations use an intern?	1	2	3	4	5
I helped the intern make good contacts for future job hunting	1	2	3	4	5
Intern needs further training to continue in this career field	1	2	3	4	5
Was this intern paid for their internship work	Yes		No		
How much?					
Pay was	Entry		Mid	High	
Internship Director at UT-Dallas was helpful	1	2	3	4	5
I had adequate contact with Internship Director	1	2	3	4	5
Supervision at the University was adequate	1	2	3	4	5
University paperwork needs were clearly spelled out	1	2	3	4	5
University paperwork needs were burdensome	1	2	3	4	5
I had difficulty complying with University needs	1	2	3	4	5
I would accept future interns from UT-Dallas	1	2	3	4	5

Overall rating for intern:

Excellent ____ Very Good ____ Good ____ Not so Good ____ Poor ____

Field of Internship:

Accounting ____ Communications ____ Counseling ____ Law ____
 Human Resources ____ Management ____ Marketing ____ Public Relations ____
 Real Estate ____ Social Services ____ Computers/Engineering ____

Other: _____

General comments suggestions for improving the Internship Program:

Please return to: Susan P. Chizeck, UT-Dallas, 800 West Campbell GR 26, Richardson, TX, 75080-3021