



# SUPERVISOR FINAL EVALUATION FORM

Intern: \_\_\_\_\_

Organization: \_\_\_\_\_

Supervisor Name: \_\_\_\_\_ E-mail: \_\_\_\_\_

Were the goals of the internship met?

What skills do you think this intern developed?

What recommendations would you make for intern's improvement?

What are the intern's primary strengths?

Did intern's coursework adequately prepare him/her to work in your agency?

Was the intern able to appropriately work within ethical guidelines?

| Overall Assessment of Intern's Performance                                  | High | Average | Poor | N/A |
|---|------|---------|------|-----|
| Dependability - (punctuality and attendance)                                |      |         |      |     |
| Quality of work (accurate and thorough)                                     |      |         |      |     |
| Initiative (works independently and with good time management)              |      |         |      |     |
| Grasp of subject (understands applicable standards and procedures)          |      |         |      |     |
| Judgment (ability to make appropriate work-related decisions)               |      |         |      |     |
| Interpersonal relations/teamwork (with peers and supervisors)               |      |         |      |     |
| Adaptability (ability to alter tasks to accommodate change)                 |      |         |      |     |
| Problem Solving   |      |         |      |     |
| Critical Thinking Skills  |      |         |      |     |
| Creativity  |      |         |      |     |
| Communication skills (written score mark with * and oral score mark with +) |      |         |      |     |
| Cooperation with supervisor/acceptance of correction                        |      |         |      |     |
| Positive Attitude (eager to learn)  |      |         |      |     |

|  |      |         |      |     |
|--|------|---------|------|-----|
|  |      |         |      |     |
| Rating overall program   | High | Average | Poor | N/A |
| Professor instructions and expectations were clear   |      |         |      |     |
| Forms (easy to use)  |      |         |      |     |
| Faculty support (Instructor's ability to answer questions/prompt responses)  |      |         |      |     |
| I would intern another WJU student. <input type="checkbox"/> Yes - Please contact me at <input type="checkbox"/> e-mail above <input type="checkbox"/> phone (    )    -<br><input type="checkbox"/> No <input type="checkbox"/> Maybe if: |      |         |      |     |
|  |      |         |      |     |
|  |      |         |      |     |
|  |      |         |      |     |
|  |      |         |      |     |

Supervisor’s Signature \_\_\_\_\_ Date: \_\_\_\_\_