

Employer Internship Evaluation - Winona State University

Please make an honest judgment of the student-intern's performance who has served under your supervision by rating them in each of the following areas. Thank you.

Name of intern:

Date:

Company:

Evaluation by:
Signature:

1. Reliability: Consistency in work standards, predictable, regular attendance.

- Exceeded Expectations
- Met Expectations
- Fell Below Expectations

COMMENTS:

2. Decision Making: The ability to analyze the available facts and make sound decisions.

- Exceeded Expectations
- Met Expectations
- Fell Below Expectations

COMMENTS:

3. Initiative: Enthusiastic, creativity, took initiative in completing assigned duties.

- Exceeded Expectations
- Met Expectations
- Fell Below Expectations

COMMENTS:

4. Planning and Organization: Ability to budget time, and organize schedule.

- Exceeded Expectations
- Met Expectations
- Fell Below Expectations

COMMENTS:

5. Communication: The ability to express thoughts and ideas both orally and in writing.

- Exceeded Expectations
- Met Expectations
- Fell Below Expectations

COMMENTS:

6. Teamwork: Cooperative, interactive, supportive of others

- Exceeded Expectations
- Met Expectations
- Fell Below Expectations

COMMENTS:

7. Overall Evaluation of Intern:

- Exceeded Expectations
- Met Expectations
- Fell Below Expectations

COMMENTS:
