

CSUS 493 Professional Internship Final Evaluation by Organization Supervisor

Intern: _____ Signature: _____

Supervisor: _____ Signature: _____

Rate each item: 5= Always; 4=Mostly; 3= Half the time; 2=Occasionally; 1= Never; NA=Not applicable

A. Intern Performance:

Comments:

- 1. On time _____
- 2. Takes initiative _____
- 3. Demonstrates good work ethic _____
- 4. Cooperative _____
- 5. Makes effective decisions _____
- 6. Follows through on completing tasks _____
- 7. Demonstrates leadership _____
- 8. Effective supervisor (if applicable) _____

B. Intern Relationships

Comments:

- 1. Relates effectively to clientele _____
- 2. Relates effectively to other employees _____
- 3. Exhibits professional behavior _____

C. Intern Rapport

Comments:

- 1. Inquisitive _____
- 2. Fits into team(s) _____
- 3. Accepts supervision/criticism _____
- 4. Improves behavior per supervision _____
- 5. Makes effective suggestions _____

D. Intern Attitude

Comments:

- 1. Confident _____
- 2. Makes continued efforts to improve _____
- 3. Enthusiastic _____
- 4. Interested _____

E. Organizational Fit

Comments:

- 1. Understands organization mission _____
- 2. Demonstrates appropriate knowledge _____
- 3. Demonstrates appropriate skill _____
- 4. Fits in with organization as a whole _____

Professional growth of intern (circle one) Excellent Good Moderate Minimal None

Final Comments: