

Student Intern Evaluation Form

Student Name _____

Supervisor's Name _____

Date _____

Please complete this evaluation form for the student that worked in your division this summer and return to [NAME OF HR DIRECTOR] **in the HR Department**. Thank you for your cooperation.

	<u>Excellent</u>	<u>Very Good</u>	<u>Average</u>	<u>Marginal</u>	<u>Unsatisfactory</u>
Desire & willingness to take on new assignments	_____	_____	_____	_____	_____
Potential for further development	_____	_____	_____	_____	_____
Productivity	_____	_____	_____	_____	_____
Communication Skills	_____	_____	_____	_____	_____
Ability to learn	_____	_____	_____	_____	_____
Quality of work	_____	_____	_____	_____	_____
Dependability	_____	_____	_____	_____	_____
Attitude	_____	_____	_____	_____	_____
Attendance	_____	_____	_____	_____	_____
Judgment	_____	_____	_____	_____	_____
Resourcefulness	_____	_____	_____	_____	_____
Willingness to get along with others	_____	_____	_____	_____	_____

Please describe the student's tasks during this internship. What types of projects did he/she work on?

What were some of his/her strengths?

What were some of his/her weaknesses?

On a scale of 1-10 (with 10 being the best), how would you rate his/her overall performance this summer?

Would you recommend this student for future internships within the company?

Would you recommend this student as a potential hire once they have completed school?

Any additional comments?