

Student's Name: \_\_\_\_\_ Starting Date: \_\_\_\_\_

Major: \_\_\_\_\_ Ending Date: \_\_\_\_\_

Employer: \_\_\_\_\_ Supervisor: \_\_\_\_\_

### Instructions:

The immediate supervisor should evaluate the student objectively, comparing him/her with other students of comparable academic level, with other personnel assigned the same or similarly classified jobs, or with individual standards. Remarks are particularly helpful. Check one under each heading which best describes the student. This should be verbally reviewed over with the CWSP student.

#### Attitude - Application to Work

- Outstanding
- Very interested and industrious
- Average in diligence and interest
- Somewhat indifferent
- Definitely not interested
- Unable to evaluate

#### Ability to Learn

- Learned work exceptionally well
- Learned work readily
- Average in understanding work
- Rather slow in learning
- Very slow to learn
- Unable to evaluate

#### Initiative

- Proceeds well on his/her own
- Goes ahead independently at times
- Does all assigned work
- Hesitates
- Must be pushed frequently
- Unable to evaluate

#### Quality of Work

- Excellent
- Very Good
- Average
- Below average
- Very poor
- Unable to evaluate

#### Relations with others

- Exceptionally well accepted
- Works well with others
- Get along satisfactorily
- Has difficulty working
- Works very poorly with others
- Unable to evaluate

#### Quantity of Work

- Unusually high output
- More than average
- Normal amount
- Below average
- Very poor
- Underable to evaluate

#### Judgment

- Exceptionally mature in judgment
- Above average in making decisions
- Usually makes the right decisions
- Often uses poor judgement
- Consistently uses bad judgment
- Unable to evaluate

#### Ability to Communicate

- |                                             |                                             |
|---------------------------------------------|---------------------------------------------|
| Written                                     | Oral                                        |
| <input type="checkbox"/> Exceptional        | <input type="checkbox"/> Exceptional        |
| <input type="checkbox"/> Good               | <input type="checkbox"/> Good               |
| <input type="checkbox"/> Average            | <input type="checkbox"/> Average            |
| <input type="checkbox"/> Below Average      | <input type="checkbox"/> Below Average      |
| <input type="checkbox"/> Unable to evaluate | <input type="checkbox"/> Unable to evaluate |

#### Quantity of Work

- Unusually high output
- More than average
- Normal amount
- Below average
- Very poor
- Unable to evaluate

#### Personal Appearance

- Extremely well groomed
- Well groomed
- Appropriately groomed
- Should improve
- Poorly groomed
- Unable to evaluate

#### Technical Skills

- Highly competent
- Very competent
- Competent
- Somewhat competent
- Not competent
- Unable to evaluate

#### Technical Skills

Describe specific positive and negative examples:

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**Overall Performance**

- \_\_\_ A - Very good
- \_\_\_ B - Good
- \_\_\_ C - Average
- \_\_\_ D - Below Average
- \_\_\_ F - Unsatisfactory

**Attendance**

- \_\_\_ Regular
- \_\_\_ Irregular

**Punctuality**

- \_\_\_ Regular
- \_\_\_ Irregular

What especially desirable traits did the student have?

Do you feel the student has job related qualities that could be improved? If so please list:

Based on the demonstrated abilities and level of performance, would you recommend this student for future employment?  Yes  No Insufficient data to evaluate objectively \_\_\_\_\_  
If no, please state reason(s):

Additional, overall comments:

Please review and discuss this evaluation near the end of the internship experience.

Supervisor Signature: \_\_\_\_\_

Date: \_\_\_\_\_

CWSP Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_