

Supervisor Evaluation Form

To the student: Please fill out the top of this form and provide the entire form to your internship supervisor.

Student name: _____

Intern at: _____

Date evaluation is due: _____ (7 days before last day of class, regular session)

Dear Internship Supervisor:

Thank you for your willingness to supervise one of our geography majors in a semester-long internship. We will be grading the student on the basis of a paper that he or she will be writing, as well as on the basis of your evaluation. You may use this form for your evaluation, or you may send a letter on letterhead. Please send it by the date indicated at the top of this form to: **Undergraduate Advisor, Department of Geography, University of Texas, Austin, TX 78712-1098** (fax 512-471-5049).

Did the student perform at least 90 hours of work under your direction? _____

How would you rate the student's work habits, responsiveness to suggestions, and attitude, when working under close supervision: _____ (Excellent, very good, good, fair, poor, not relevant)

How would you rate the student's work habits, responsiveness to suggestions, and attitude, when working independently: _____

How would you grade the student's overall quality of work, bearing in mind the student's previous training?

If relevant, how would you rate the student's acquisition of new skills during the course of the internship?

If relevant, how would you grade the student's creativity and originality in solving problems? _____

Would you be interested in providing internships in future semesters?

Additional comments:

Your name and telephone/e-mail address:

Your signature:

Thank you for your help!