## Professional Golf Management College of Business and Administration University of Colorado at Colorado Springs 1420 Austin Bluffs Parkway Colorado Springs, CO 80918

PLEASE PRINT		
Date:		
Student's Name:	· · · · · · · · · · · · · · · · · · ·	
Evaluator's Name:		
Position or Title:		
Name of Facility:		
This Evaluation is for		Mid-Internship Evaluation
		Final Evaluation

Please reflect carefully upon the student's work and make a candid judgment of his or her the qualities. Please base your judgment on the entire period covered by this evaluation, and not upon isolated incidents.

This evaluation is to be made twice during the internship, and each evaluation should be shared with the student. Your frank discussion of this evaluation, especially at the mid-internship, provides an opportunity for you to provide direction to the student's development in personal and professional growth.

The following categories have been established as a guideline:

OUTSTANDING indicates exceptional achievement

VERY GOOD indicates extensive achievement

SATI SFACTORY indicates acceptable achievement

NEEDS I MPROVEMENT indicates minimal achievement

	Outstanding	Very Good	Satisfactory	Needs Improvement	Not Applicable	Comments
PROFESSIONAL PERFORMANCE						
Establishes work goals						
Successful in achieving goals						
Plans work to be accomplished						
Displays ability to organize people & resources						
Completes assignments on time						
Is punctual and reliable						
Displays capacity to motivate others						
Conducts self in professional manner						
Displays ability to communicate ideas						
Displays ability to work with others						
Other:						
PROFESSIONAL KNOWLEDGE						
Displays ability to apply conceptual knowledge in solving practical problems						
Displays knowledge of principles and methods applicable to work tasks						
Learns new methods and procedures quickly						
Demonstrates ability to think independently						
Shows interest in a variety of activities						
Shows eagerness to learn new skills						

Space is provided on the third page of this evaluation form for more lengthy comments about the intern's performance.

	Outstanding	Very Good	Satisfactory	Needs Improvement	Not Applicable	Comments
PROFESSIONAL PERSONALITY						
Shows enthusiasm for assigned tasks						
Is cheerful and friendly						
Exhibits pleasant, tasteful personal						
appearance						
Is courteous and tactful in difficult						
situations						
Displays an appropriate sense of						
humor						
Displays maturity in actions						
Is consistent and fair with co-workers						
Demonstrates flexibility						
Displays concern for others						
Other:						
PROFESSIONAL ATTITTUDE						
Displays initiative and imagination						
Accepts assignments willingly						
Upholds the policies of the facility						
Demonstrates positive attitude with						
co-workers						
Demonstrates positive attitude with						
guests						
Accepts suggestions, direction and						
critical evaluation						
Offers opinions and suggestions at						
appropriate time and place						
Other:						

Space is provided on the third page of this evaluation form for more lengthy comments about the intern's performance.

## Comments

Space is provided for additional comments concerning this evis needed, please attach additional sheets or use the back of	
Student's Comments (Required)	
Evaluator's Comments	
Summary of Evaluation Conference:	
Supervisor's Signature:	Date:
Student's Signature:	Date:

Date:

PGM Staff Signature: