



# Supervisor's Mid-Evaluation of Student Intern

This form is to be completed by the intern's immediate supervisor midway through the internship experience. We suggest the evaluation be discussed with the student. Evaluations are a major factor in determining the student's final grade. Please return to Wilson College, Career Development Center, 1015 Philadelphia Avenue, Chambersburg, PA 17201 or fax to 717/264.1578. This form may be filled out online and/ or scanned then emailed to [career@wilson.edu](mailto:career@wilson.edu). Thank you.

Hours Completed \_\_\_\_\_ Semester/ Year \_\_\_\_\_ Faculty Advisor \_\_\_\_\_

Student Name \_\_\_\_\_ Major \_\_\_\_\_

Supervisor's Name \_\_\_\_\_ Title \_\_\_\_\_

Organization Name \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Please evaluate the intern's performance to date using the following criteria and scale as applicable.

Excellent      Above Average      Fair/ Average      Below Average      N/A

### Comprehensiveness & Communication

Listens to and understands assignments					
Asks appropriate questions/ seeks clarification					
Effective written and oral communication					
Works well as a team player/with others					

### Attitude/ Work Habits

Seeks out and uses constructive criticism					
Punctual and reliable					
Shows initiative					
Proper appearance and etiquette					
Enthusiastic/ willing to learn					

Describe the student's progress towards his/her learning objectives?

Does it appear that the student is making improvements at the rate you expect?

Additional comments:

\_\_\_\_\_  
Supervisor's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date