

AGENCY EVALUATION OF HTM PRACTICUM OR INTERNSHIP STUDENT

Student Name: _____

Check one: _____ Mid-term evaluation _____ Final evaluation

Internship Site: _____

Faculty Supervisor Review:

Initial _____ Date _____

CHECK THE APPROPRIATE BOX UNDER EACH HEADING

Attitude Toward Work

- Outstanding interest
- Very interested
- Average interest
- Somewhat indifferent
- Not interested

Verbal Communication

- Excellent
- Very good
- Average
- Below average
- Very poor

Initiative

- Self-starter
- Shows initiative most of the time
- Shows initiative some of the time
- Frequently needs prompting
- Needs to be told what to do

Quality of Work

- Excellent
- Very good
- Average
- Below average
- Very poor

Judgment

- Exceptionally mature
- Above average
- Average
- At times uses poor judgment
- Consistently poor judgment

Productivity

- Highly productive
- Above average in productivity
- Expected level of productivity
- Less than expected
- Low productivity

Written Communication

- Excellent
- Very good
- Average
- Below average
- Very poor

Dependability

- Completely dependable
- Above average
- Usually dependable
- Sometimes careless
- Unreliable

Interpersonal Skills

- Always works well with others
- Often works well with others
- Sometimes works well with others
- Some interpersonal difficulties
- Major interpersonal difficulties

Describe the student's strong points:

Describe the student's areas that need improvement:

This report has been discussed with the student: _____ Yes _____ No

Site Supervisor's PRINTED name: _____

Site Supervisor's Signature: _____ Date: _____

Student's Signature: _____ Date: _____