**Student Internship Evaluation Form**

Student name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Student phone number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dates of internship: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Internship department: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Major: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Check one: [ ]  Freshman  [ ]  Sophomore [ ]  Junior [ ]  Senior [ ]  Other:\_\_\_\_\_\_\_\_

Semester:  [ ]  Fall [ ]  Spring [ ]  Summer Year: \_\_\_\_\_\_\_

 **Instructions:**

Complete this evaluation form in its entirety, attach a copy of your internship job description and return this information to [name/title] no later than [date].

This evaluation will be important in determining the value of your internship experience, both for you and for future student interns. Your evaluation should be honest and constructive and should include both challenges and successes.

Do you consider the program you participated in to be relevant and meaningful to your short- and long-term career interests? [ ]  Yes [ ]  No

Comments: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

In what ways did your classes and campus activities prepare you for your internship?
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
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What was the most helpful thing your supervisor did to make you feel comfortable as a temporary staff member?
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
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Prior to beginning your internship, did the company give you adequate information about your project?
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
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In what manner has this assignment contributed to your professional development?
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
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List three things you plan to do differently as a result of this program.
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
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**Check the statement that best describes your answer.**

What kind of impact has this program had on you?

[ ]  Provided me with a better understanding of my career goals.

[ ]  Increased my skills and knowledge in performing a particular activity.

[ ]  Changed my attitudes or feelings about myself and other people.

[ ]  Provided me with the opportunity to apply theoretical concepts to the actual work environment.

Comments: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

How would you rate the educational value of your internship?

[ ]  Exceptional opportunity.

[ ]  Worthwhile experience.

[ ]  Not too useful but might help some.

[ ]  Probably of no value (please comment).

Comments: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

How was the experience related to your major field or career goals?

[ ]  Very closely related.

[ ]  Related through occasional assignments.

[ ]  No relationship exists.

[ ]  Not applicable (please comment).

Comments: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

To what degree do you feel other employees in your department supported the internship program?

[ ]  Openly supportive.

[ ]  Accepting but not openly supportive.

[ ]  Not accepting or supportive.

[ ]  Not supportive and potentially hostile.

[ ]  Does not apply (please comment).

Comments: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

How would you rate your compensation in relation to the requirements of the position, your previous experience and your academic level?

[ ]  Position paid well.

[ ]  Position paid comparably to full-time employees.

[ ]  Definitely underpaid for service expected.

[ ]  Does not apply (please comment).

Comments: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Did the duties match what was in the job description?

[ ]  Duties closely matched job description.

[ ]  Duties somewhat matched job description.

[ ]  Little relationship existed between the duties and the job description.

[ ]  Duties did not relate at all to the job description (please comment).

Comments: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

How did your technical skills apply to the position?

[ ]  Were more than required.

[ ]  Were adequate.

[ ]  Were less than they should have been.

Comments: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

How effective was your job orientation?

[ ]  Complete and accurate.

[ ]  Somewhat related.

[ ]  Had no relevance.

[ ]  Does not apply.

Comments: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Evaluate your supervisor's willingness to answer, and capability of answering, questions.

[ ]  Exceeded expectations.

[ ]  Met expectations.

[ ]  Did not meet expectations.

Comments: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Evaluate your supervisor's availability when needed for answering questions, etc.

[ ]  Exceeded expectations.

[ ]  Met expectations.

[ ]  Did not meet expectations.

Comments: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Evaluate your supervisor's receptiveness to ideas you suggested.

[ ]  Exceeded expectations.

[ ]  Met expectations.

[ ]  Did not meet expectations.

Comments: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

How would you rate your relationship with supervisor?

[ ]  Exceeded expectations.

[ ]  Met expectations.

[ ]  Did not meet expectations.

Comments: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What changes, if any, would you recommend to the internship program?
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**Overall Internship Rating:**

[ ]  Exceeded expectations.

[ ]  Met expectations.

[ ]  Did not meet expectations.

[ ]  Unsatisfactory.