

Intern Evaluation/Feedback Cumulative Form

Lacks Skills/Needs More Improvement = P
 Average Ability/Needs Improvement = A
 Satisfactory/Continue to Improve = S
 Excellent/Continue to Improve = E

Comment: All skill levels need continuous improvement

	Evaluation #1	Evaluation #2	Evaluation #3	Evaluation #4	Final Evaluation
Attitude:					
Willingness to learn new things:					
Work Habits:					
Reliability/Punctuality					
Judgment:					
Creativity/Innovative Thinking:					
Communication Skills Overall:					
Oral:					
Written:					
Listening:					
Required knowledge of job:					
Productivity in tasks assigned:					
Accountability in tasks assigned:					
Others (Describe):					

Additional comments: _____

Supervisor Signature: _____

Date: _____

Student Signature: _____

Date: _____

Instructions to Supervisor:

1. You will be requested a total of 5 times to fill this sheet out for the student. Your honest, objective opinion is required for the growth of this student.
2. Please spend about 10 to 15 minutes with the student reviewing this evaluation and giving the student constructive feedback.
3. Any additional area of improvement that you feel are required by this student, please put in the "OTHER" category and explain in detail.
4. Please sign this form prior to giving back to the student.
5. Please have the student sign this form AFTER your review session with the student.