



STUDENT NAME _____

DATE _____

EMPLOYER _____

Instructions to supervisor: Please check the appropriate category. Please comment on any "Needs improvement" ratings.

I. APPEARANCE

- Always appropriate to environment
- Acceptable
- Needs improvement (*please explain*)

II. ATTENDANCE

- Excellent
- Satisfactory
- Needs improvement (*please explain*)

III. PUNCTUALITY

- Excellent
- Satisfactory
- Needs improvement (*please explain*)

IV. DEPENDABILITY

- Exceptional
- Satisfactory
- Needs improvement (*please explain*)

V. JUDGMENT

- Demonstrates good judgment
- Satisfactory
- Needs improvement (*please explain*)

VI. INITIATIVE

- Seeks out work to be done
- Satisfactory
- Needs improvement (*please explain*)

VII. WORK PERFORMANCE

- Excellent
- Satisfactory
- Needs improvement (*please explain*)

VIII. COOPERATION

- Works exceptionally well with others
- Satisfactory
- Needs improvement (*please explain*)

IX. CUSTOMER OR CLIENT RELATIONS (*if applicable*)

- Excellent with customers/clients
- Satisfactory
- Needs improvement (*please explain*)

X. INTEREST IN WORK

- Enthusiastic
- Interested
- Lacks interest

XI. TECHNICAL KNOWLEDGE AND SKILL LEVEL

- Highly competent
- Satisfactory
- Needs improvement (*please explain*)

XII. OVERALL RATING

- Excellent
- Satisfactory
- Needs improvement

Would you consider other students for internships? Yes _____ No _____

Would you consider this student for full-time permanent employment?

Yes _____ No _____

Supervisor Signature _____ Date _____