

MIDTERM EMPLOYER EVALUATION OF INTERNSHIP

Evaluations must be returned in order for students to earn academic credit. Information, as checked in the spaces below, will assist Oglethorpe in its appraisal of the student.

Intern Name: _____ **Semester/Session:** _____

Employer: _____

Instructions: The immediate supervisor will please evaluate the student objectively; comparing him/her with other students of comparable academic levels, with other personnel assigned the same of similarly classified jobs, or with individual standards.

Relationships with others:

- Exceptional well accepted
- Works well with others
- Gets along satisfactorily
- Has some difficulty with others
- Works poorly with others

Level of Interest and Industry:

- Outstanding in enthusiasm
- Very interested & industrious
- Average in diligence & interest
- Somewhat indifferent
- Not interested

Judgment:

- Exceptional mature
- Above average in making decisions
- Usually makes the right decision
- Often uses poor judgment
- Consistently uses poor judgment

Dependability:

- Completely dependable
- Above average in dependability
- Usually dependable
- Sometimes neglectful or careless
- Unreliable

Ability to Learn:

- Learns very quickly
- Learns readily
- Average in learning
- Slow to learn
- Unable to learn

Quality of Work:

- Excellent
- Very Good
- Average
- Below Average
- Very poor

Attendance:

- Regular
- Irregular

Punctuality:

- Regular
- Irregular

Overall Performance:

- Outstanding Very Good Average Marginal Unsatisfactory

What traits may help or hinder this student's advancement?

Additional Remarks: (Please use the back of this page or additional pages if necessary)

This report has been discussed with the student Yes No
Would you recommend this student to a colleague? Yes No

Evaluator: _____ **Title:** _____

*Please return to: Lisa Littlefield, Director of Career Services, Oglethorpe University
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