



## FINAL EMPLOYER EVALUATION OF INTERNSHIP

Oglethorpe University values the learning experience created by providing students with feedback from site supervisors. Faculty supervisors use site evaluations to determine student academic credit. Your feedback also assists the internship program in the placement and supervision of future interns. Please provide an objective assessment of your intern. Thank you.

Name : \_\_\_\_\_ Semester/Session: \_\_\_\_\_

Employer: \_\_\_\_\_

**Attendance:**

- Regular
- Irregular

**Punctuality:**

- Regular
- Irregular

**Instructions:** On a scale of 1-5, 1 being poor and 5 being exceptional, please evaluate the intern on the following characteristics.

	Poor		Average		Exceptional
	1	2	3	4	5
Works well with others	1	2	3	4	5
Attitude and interest in internship	1	2	3	4	5
Ability to use good judgment	1	2	3	4	5
Completes projects as assigned	1	2	3	4	5
Ability to learn quickly	1	2	3	4	5
Quality of completed work	1	2	3	4	5

What do you perceive to be this student's greatest strengths?

In what area(s) does the student need to improve?

Was the student offered a permanent position?  Yes  No Was it accepted?  Yes  No

**Overall Performance:**

- Outstanding
- Very Good
- Average
- Marginal
- Unsatisfactory

**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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