Student Name: ________________________  Supervisor Name: ________________________

Internship Site: ______________________________________________________________

To the intern supervisor: Please complete this form, and give it to the student in a sealed envelope signed across the flap. You are encouraged (but not required) to discuss this evaluation with the student. Supervisors may also choose to fax the completed form directly to Dr. Marchiel at (662) 915-7033. This evaluation will be made available to the student once the student has returned to his or her home campus. More than one item can be checked in each category. You may write additional qualitative comments on the back of this form.

**Attitude Towards Work**
- Very enthusiastic
- Positive-willing to work
- Shows interest most of the time
- Somewhat indifferent
- Definitely not interested

**Dependability**
- Completely reliable following instructions
- Meets obligations, needs little supervision
- Requires careful supervision
- Requires frequent follow-up on routine duties
- Unreliable even under close supervision

**Work Initiative**
- Recognizes work to be done
- Does more than assigned, with direction
- Does average amount of assigned work
- Sometimes tried to avoid work
- Low production, unreliable

**Cooperative**
- Good team worker, well accepted, tactful
- Works well with others
- Gets along satisfactorily
- Has difficulty working with others
- Unfriendly, rude, hard to get along with

**Quality of Work**
- Always does neat, accurate work
- Usually produces high quality work
- Produces acceptable work
- Inferior work is common
- Does almost no acceptable work

**Public Relations**
- Outstanding relationship with public
- Good relationship with public
- Satisfactory in communicating with others
- Has difficulty in communicating with others
- Frequently rude, unfriendly

**Adaptability**
- Reacts very quickly to new situations
- Easily learns new duties if given time
- Routine worker, needs detailed instruction
- Slow to learn and accept new duties

**Criticism**
- Encourages constructive criticism
- Accepts constructive criticism well
- May become defensive upon receiving criticism
- Unable to accept it, takes offense

**Overall Performance:**
- Outstanding
- Very good
- Good
- Average
- Marginal
- Unsatisfactory

Did the student meet the time and activity requirements as stipulated in the Internship Agreement?

Yes  No
What were the intern’s most valuable skills?

Has this evaluation been discussed with the intern?   Yes  No

**Supervisor’s Signature: _________________________  Date: ______________________**