Final Student Internship Work Experience Evaluation

Dear Employer/Supervisor:

This is a final evaluation/appraisal report of your BYU-Idaho student intern. The report should be completed and signed by his/her supervisor and sent in the envelope provided by the student to Kenton Anderson by December 19, 2003, or credit will be denied. This evaluation will directly influence the final grade.

Name of student intern:______________________________________________________________________

Name of Sponsor Company:__________________________________________________________________

Supervisor filling out this report:___________________________________________Phone No.___________

Please describe in detail the nature of the student’s work assignments for this internship experience:
_________________________________________________________________________________________
_________________________________________________________________________________________
_________________________________________________________________________________________
_________________________________________________________________________________________

Employment dates: from: (month/yr) ___________ to: __________ Approximate hours worked per week: _______

Please give a written final evaluation expressing the intern’s main strengths and areas of concern:
Strengths_________________________________________________________________________________
_________________________________________________________________________________________
_________________________________________________________________________________________
Areas of concern___________________________________________________________________________
_________________________________________________________________________________________

(please back if needed or if you would like to give specific examples of performance)

Please circle a grade for each area (10 = Highest)  A+ A A- B+ -----------------------D

Final work grade in professional development: (quality) 10 9 8 7 6 5 4 3 2 1
Final work grade in production: 10 9 8 7 6 5 4 3 2 1
Final work grade in dependability/loyalty: 10 9 8 7 6 5 4 3 2 1
Final work grade in leadership/management potential: 10 9 8 7 6 5 4 3 2 1
Other significant area_________________________: 10 9 8 7 6 5 4 3 2 1

If an opening were available, would you hire this student as a regular full-time employee for your company?
A. Without hesitation B. With some improvement
C. With considerable improvement D. Not interested

Additional comments:________________________________________________________________________
__________________________________________________________________________________________

Supervisor Signature:__________________________________________________Date___________________

Send to:
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