

Internship Evaluation

Please send via email to Professor Jennifer Hammett at hammett@sfsu.edu

Intern Name: _____ Date: ____/____/____

Internship Site: _____ Evaluating Supervisor: _____

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Please rate your intern on the following skills and abilities and review your rating with him/her:

	Needs Improvement	Shows Aptitude	Meets Standards	Exceeds Standards	Excels at Skills	Not Applicable
Teamwork						
Critical Thinking						
Creative Thinking						
Problem Solving						
Adaptability/Flexibility						
Diversity Competence						
Organization						
Business Writing						
Oral Communication						
Technological Literacy						
Independence/Initiative						
Multitasking						
Dependability						
Knowledge of Job Content						

Please attach a brief letter of evaluation discussing the intern's performance.

(Intern's Signature)

(Supervisor's Signature)

(Print Name)

(Print Name)