**Internship Supervisor’s Mid Semester Evaluation**

Organization’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Supervisor’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. The student-intern reports to work as scheduled and on time. YES \_\_\_\_ NO \_\_\_\_
2. The student-intern’s appearance and dress are appropriate. YES \_\_\_\_ NO \_\_\_\_
3. Please rate the student-intern’s performance in the following areas. Use a scale of 1 to 5 with 1 = unsatisfactory, 2=uncomplimentary, 3=fair, 4=commendable, 5=exceptional
	1. Communicates effectively in writing \_\_\_\_\_\_\_
	2. Demonstrates effective oral communication skills \_\_\_\_\_\_\_
	3. Asks pertinent and purposeful questions \_\_\_\_\_\_\_
	4. Handles multiple priorities efficiently and effectively \_\_\_\_\_\_\_
	5. Maintains responsibility for task/project until completion \_\_\_\_\_\_\_
	6. Uses good judgment when developing and evaluating alternatives \_\_\_\_\_\_\_
	7. Can initiate and convey ideas and gain support from others \_\_\_\_\_\_\_
	8. Adapts well to change \_\_\_\_\_\_\_
	9. Exhibits a positive and professional attitude \_\_\_\_\_\_\_
	10. Shows initiative; is self-directed when appropriate \_\_\_\_\_\_\_
	11. Quality of output/product \_\_\_\_\_\_\_
	12. Overall performance \_\_\_\_\_\_\_
4. What improvements could be made by the intern to enhance his/her employment opportunities? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Supervisor’s signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please return complete form to: Dr. Bradley Whitsel

 Penn State Fayette, The Eberly Campus

 206W Eberly Building

 2201 University Drive

 Lemont Furnace, Pa 15456

For more information about internships or questions about this internship please call 724-430-4261