



## SITE SUPERVISOR EVALUATION OF STUDENT INTERN

**Pine Manor College**  
 400 Heath Street, Chestnut Hill, MA 02467

Your evaluation of a student's internship performance is important to both faculty and student. We ask you to assess the abilities and accomplishments of the student who has interned with you. Please review evaluation with the Student Intern who will then return the evaluation to the Faculty Sponsor. Thank you for your partnership with the sPMC Internship Program.

**INTERNSHIP DATES**     
 Fall      
 Spring      
 Summer      
 Dec/Jan

**STUDENT'S NAME** \_\_\_\_\_

**SITE SUPERVISOR'S NAME** \_\_\_\_\_

**SPONSORING ORGANIZATION** \_\_\_\_\_

**ADDRESS** \_\_\_\_\_

**TELEPHONE** \_\_\_\_\_ **EMAIL** \_\_\_\_\_

**FACULTY SPONSOR** \_\_\_\_\_

**PART I: RATE THE STUDENT ON THE FOLLOWING ABILITIES:**

ABILITY TO:	Excellent	Above Average	Average	Below Average	Poor	N/A
1. think critically and analytically						
2. work effectively in a team						
3. work independently						
4. work under pressure						
5. follow instructions						
6. meet deadlines						
7. work in a multi-cultural environment						
8. accept constructive criticism						
9. take initiative						
10. communicate verbally						
11. communicate in writing						

**PART II: RATE THE STUDENT ON THE FOLLOWING WORK HABITS:**

	Excellent	Above Average	Average	Below Average	Poor	N/A
12. attendance						
13. punctuality						
14. attitude						
15. responsibility						

**PART III: RATE THE STUDENT'S OVERALL PERFORMANCE:**

Excellent  Above Average  Average  Below Average  Poor

DESCRIBE THE INTERN'S PRINCIPAL STRENGTHS, PROVIDING EXAMPLES IF POSSIBLE.

DESCRIBE THE INTERN'S PRINCIPAL AREAS OF WEAKNESS AND HOW THESE COULD BE IMPROVED.

HOW DOES THIS INTERN COMPARE WITH OTHER INTERNS YOU HAVE SUPERVISED?

Better than  Equal to  Less Satisfactory than  Not applicable

PLEASE EXPLAIN

PLEASE COMMENT ON THE STUDENT'S POTENTIAL FOR SUCCESS IN THIS PROFESSION.

WOULD YOU CONSIDER THIS STUDENT AS A CANDIDATE FOR AN ENTRY-LEVEL JOB OPENING? Yes  No

PLEASE EXPLAIN.

**SIGNATURES:**

SUPERVISOR \_\_\_\_\_  
 INTERN \_\_\_\_\_  
 FACULTY SPONSOR \_\_\_\_\_

DATE \_\_\_\_\_  
 DATE \_\_\_\_\_  
 DATE \_\_\_\_\_