



# SUPERVISOR FINAL EVALUATION OF INTERN

Date Received: \_\_\_\_\_

Initials: \_\_\_\_\_

## Administrative Information

Student: \_\_\_\_\_

Employer: \_\_\_\_\_

Start Date: \_\_\_\_\_

End Date: \_\_\_\_\_

Work Type: \_\_\_\_\_

Hourly Rate: \_\_\_\_\_

## Employer's Evaluation of the Experience

Wages received: \_\_\_\_\_

Overall Performance Rating:

- (Check One)
- |                                      |   |
|--------------------------------------|---|
| <input type="checkbox"/> Outstanding | <input type="checkbox"/> Average +      |
| <input type="checkbox"/> Very Good + | <input type="checkbox"/> Average        |
| <input type="checkbox"/> Very Good   | <input type="checkbox"/> Average -      |
| <input type="checkbox"/> Very Good - | <input type="checkbox"/> Unsatisfactory |

Communication Skills:

(Check One)

- Demonstrates excellent communication skills
- Demonstrates above average communication skills
- Communicates clearly and concisely
- Needs improvement
- Did not have the opportunity to demonstrate

Relations with others:

(Check One)

- Exceptional team player
- Consistently works well with others
- Sometimes works well with others
- Needs improvement
- Did not have the opportunity to demonstrate

**Student Judgement:**

(Check One)

- Consistently uses exceptionally good judgement
- Uses good judgement in most situations
- Uses good judgement in select situations
- Needs improvement
- Did not have the opportunity to demonstrate

**Work Ethic/ Attitude:**

(Check One)

- Outstanding
- Above average
- Average
- Needs improvement

**Dependability:**

(Check One)

- Completely dependable
- Above average dependability
- Usually dependable
- Not dependable

**Quality of Work:**

(Check One)

- Outstanding
- Very good
- Average
- Below average
- Unsatisfactory

Did the student work at least 30 hours of work?

Yes

No

Was this report was discussed with the student?

Yes

No

Additional comments on intern's work performance:

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Individual completing performance review:

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Position Title of person completing review: \_\_\_\_\_ Date: \_\_\_\_\_

**\*\* This form may be accessed and submitted through LionJobs**

One LMU Dr. Suite 1300 Los Angeles, CA 90045-1946 Ph: 310/338-2871 Fax: 310/338-1945

Email: [interns@lmu.edu](mailto:interns@lmu.edu) Web Page: [www.lmu.edu/careers](http://www.lmu.edu/careers)