



Supervisor Evaluation Form

Supervisor's Name: _____

Student's Name: _____

Please rate the student intern's ability and work performance throughout the internship experience.

	Strongly Disagree	Slightly Disagree	Slightly Agree	Strongly Agree	Not Observed/ Not Applicable
The intern was able to perform all assignments independently (with little or no supervision).					
The intern displayed clear and effective writing skills.					
The intern was cooperative with staff within the department.					
The intern was flexible for assignments, responsibilities, and scheduling.					
The intern engaged in appropriate conversation topics that were relevant to his/her tasks.					
The intern was competent in completing all assignments.					
The intern used technology to maximize productivity in assignments and/or activities.					
The intern displayed time management and multitasking skills.					
The intern excelled beyond the position's responsibilities.					
The intern was able to take on administrative and supervisory responsibilities.					
The intern acted professional throughout the internship assignment.					
The intern demonstrated strong interpersonal skills with staff and other students.					
The intern displayed strong leadership qualities.					
The intern was able to think critically/ creatively throughout the internship assignment.					
The intern was driven and motivated throughout the internship assignment.					
The intern was culturally aware and appreciated diversity within the department and throughout the institution.					
The intern was able to bridge course work with practical application of higher education responsibilities and activities in the field of student affairs/higher education.					

What were the intern's greatest strengths?

On what area(s) or skill(s) does the intern need to focus attention for improvement?

From previous 'Skills To Be Assessed', what skill was most prevalent throughout the internship?

(Skills: academic/ career advisement skills, assessment skills, communication skills, critical thinking skills, interpersonal skills, judgment, leadership skills, multicultural competence, organizational skills, problem-solving skills, supervision skills, teamwork/ collaborative skills)

Site Supervisor Signature

Date

Student Signature

Date

Faculty Supervisor Signature

Date