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FLORIDA ATLANTIC UNIVERSITY

**Final Internship Evaluation: Agency Supervisor Feedback**

Student's Name \_\_\_\_\_ Date \_\_\_\_\_

Agency \_\_\_\_\_

Agency Supervisor \_\_\_\_\_

Please use the following system to evaluate the intern. (If you need additional space for explanations, please write them at the end of the form.)

**1 = Yes Definitely    2 = Yes    3 = Somewhat    4 = No    5 = Definitely Not**

1. Has the intern made sufficient progress in the internship? Please explain.

<b>YD</b>	<b>Y</b>	<b>S</b>	<b>N</b>	<b>DN</b>
1	2	3	4	5

2. Did the student have sufficient knowledge and skills to do the projects/assignments given him/her?

<b>YD</b>	<b>Y</b>	<b>S</b>	<b>N</b>	<b>DN</b>
1	2	3	4	5

3. Have there been any particular problems encountered during the internship since the mid-term evaluation?

<b>YD</b>	<b>Y</b>	<b>S</b>	<b>N</b>	<b>DN</b>
1	2	3	4	5

4. (Answer if relevant.) Have the problems been resolved? Please explain.

<b>YD</b>	<b>Y</b>	<b>S</b>	<b>N</b>	<b>DN</b>
1	2	3	4	5

5. Do you consider this internship mutually beneficial to the intern and the agency?

<b>YD</b>	<b>Y</b>	<b>S</b>	<b>N</b>	<b>DN</b>
1	2	3	4	5

6. What do you consider to be the outstanding characteristics of the intern?

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7. What do you consider to be the weaknesses of the intern?

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8. Did the student master the objectives established for the internship? Please explain.

<b>YD</b>	<b>Y</b>	<b>S</b>	<b>N</b>	<b>DN</b>
1	2	3	4	5

With your above responses in mind and the following point system as a guide, please assign the student a point total of 0-50 for his or her total performance at the internship.

<b>A</b>	<b>= 47-50</b>	<b>C</b>	<b>= 37-38</b>
<b>A-</b>	<b>= 45-46</b>	<b>C-</b>	<b>= 35-36</b>
<b>B+</b>	<b>= 44</b>	<b>D+</b>	<b>= 34</b>
<b>B</b>	<b>= 42-43</b>	<b>D</b>	<b>= 32-33</b>
<b>B-</b>	<b>= 40-41</b>	<b>D-</b>	<b>= 30-31</b>
<b>C+</b>	<b>= 39</b>	<b>F</b>	<b>= 29-0</b>

Final point total assigned by supervisor \_\_\_\_\_

9. Do you have any recommendations regarding the Department Internship Program? We are very interested in the development of our program and your recommendations are appreciated.

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Please FAX this form to:

954-762-5122

Eric Freedman, Director of Internships

School of Communication and Multimedia Studies

Florida Atlantic University

**This form is due by April 24 at 5:00pm.**

**Without this form, the student cannot receive credit for his/her internship.**