FINAL SUPERVISOR EVALUATION FORM  
(EMPLOYER 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?

<table>
<thead>
<tr>
<th>YD</th>
<th>Y</th>
<th>S</th>
<th>N</th>
<th>DN</th>
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2. Did the student have sufficient knowledge and skills to do the projects/assignments given him/her?

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<th>YD</th>
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3. Have there been any particular problems encountered during the internship since the midterm evaluation?

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

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

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6. What skills (if any) were missing that you would prefer to see in your interns?

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________________________________________________________________________
________________________________________________________________________
7. Did the student master the objectives established for the internship? 

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<tr>
<th></th>
<th>YD</th>
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8. Any additional comments about the intern and their performance?

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________________________________________________________________________

9. With your above responses in mind, please suggest a letter grade for the intern’s job performance.

A = 94 and above
A- = 90 to less than 94
B+ = 87 to less than 90
B = 84 to less than 87
B- = 80 to less than 84
C+ = 77 to less than 80
C = 74 to less than 77
C- = 70 to less than 74
D+ = 67 to less than 70
D = 64 to less than 67
D- = 60 to less than 64
F = 0 percent to less than 60

Suggested grade _____________

10. Do you have any recommendations for improving the Communication internship course?

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

Please scan and email (preferred) or fax this form to:

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