



**Department of Communication  
Communication Studies  
Evaluation Form - Internship  
Supervisor's Evaluation of Intern**

Student's Name \_\_\_\_\_ Placement Dates \_\_\_\_\_

Date \_\_\_\_\_ Placement Supervisor \_\_\_\_\_

University Supervisor Adam Earnhardt

<b>I. General Rating of Student's Performance</b> <b>4= Outstanding 3=Good 2=Fair 1=Poor NA=Not Applicable</b>		
1.	Sensitivity to needs of others	
2.	Awareness and respect for cultural differences	
3.	Flexibility	
4.	Ability to work independently	
5.	Assumption of responsibility	
6.	Ability to communicate verbally	
7.	Ability to communicate non-verbally	
8.	Ability to communicate in written form	
9.	Recognition of standards other than one's own	
10.	Ability to establish and maintain productive relationships with students	
11.	Ability to establish and maintain productive relationships with staff	
12.	Ability to establish and maintain productive relationships with supervisors	
13.	Ability to learn about the use of university resources	
14.	Ability to learn about and use community resources	
15.	Ability to work with the student services program	
16.	Ability in problem solving with individuals to	
a.	obtain the necessary facts	
b.	help identify the problem	
c.	help identify solutions	
d.	provide supportive services	
e.	help students work through difficulties	
17.	Ability to work with groups to	
a.	obtain background data	
b.	develop relationships	
c.	act as a facilitator	
d.	act as a resource	
e.	act as a catalyst	
f.	help in the evaluation process	

18.	Maintains appropriate personal characteristics in	
a.	appearance	
b.	personal impression	
c.	speech	
d.	physical health	
e.	mental health	
f.	self-control	
g.	adaptability	
h.	tolerance for differences	
i.	reliability	
j.	judgment	
k.	tact	

Comments:


**II. Ratings for Specific Activities and Responsibilities:**

**In the spaces provided below, please list the activities assigned to the student intern and rate them accordingly. 4=Outstanding 3=Good 2=Fair 1=Poor NA=Not Applicable**

1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

<b>III.</b>	<b>Please give a short statement of your judgment of the intern as a competent communication (written, oral, group/team communication, leadership, etc.). You may wish to note specific strengths or limitations that may not be sufficiently explained in preceding items.</b>
<b>IV.</b>	<b>Would you recommend this intern if there were an available position in your professional area for an employee with a graduate degree?</b>
	Explain:
<b>V.</b>	<b>On a scale of 1-10, with 10 representing flawless overall performance, please rate the student</b>

\_\_\_\_\_  
 Student Intern Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Site Supervisor Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 University Supervisor Signature

\_\_\_\_\_  
 Date