

Intern Evaluation Form

Name of Company:	
Name of Supervisor:	Title:
Name of Intern:	
Duration of Internship: From / / to / / (M/D/Y)	

Your performance during the internship is analyzed on this form.
 Every effort is made to present a fair and impartial review of your work and attitudes so you know how you were doing as an intern.
 Areas which need improvement are noted as well as your strong points.

Quality of work	Very accurate	Work carefully done	Results usually satisfactory	Prone to make mistakes	Requires constant cheking
Comments:					
Quantity of work	Very rapid. Does more than expected	Consistently fast worker	Turns out moderate amount of work	Slower than average	Very slow
Comments:					
Attitude	Extremely good	Very enthusiastic	Usually has a good attitude	Lacks enthusiasm	Indifferent attitude
Comments:					
Responsibility					
Comments:					
Areas which need improvement					
Comments:					
Communication skills					
Comments:					
Character					
Comments:					
General comment					

Signature of Supervisor _____ Date _____