

Date _____

Student Information

VU ID # _____ Student Name _____

Degree Program _____

Internship Site Name: _____

Skill Evaluation Checklist:

- E - Excellent (performance exceeds requirements)
- G - Good (performance is acceptable)
- F - Fair (performance is adequate)
- P - Poor (performance is below average requirements)

- | | | | | |
|--|----------------------------|----------------------------|----------------------------|----------------------------|
| 1. Student displays dependable and responsible work ethic. | <input type="checkbox"/> E | <input type="checkbox"/> G | <input type="checkbox"/> F | <input type="checkbox"/> P |
| 2. Student exhibits leadership qualities. | <input type="checkbox"/> E | <input type="checkbox"/> G | <input type="checkbox"/> F | <input type="checkbox"/> P |
| 3. Student is knowledgeable and prepared to perform required tasks. | <input type="checkbox"/> E | <input type="checkbox"/> G | <input type="checkbox"/> F | <input type="checkbox"/> P |
| 4. Student has the ability to organize and manage tasks in a timely manner. | <input type="checkbox"/> E | <input type="checkbox"/> G | <input type="checkbox"/> F | <input type="checkbox"/> P |
| 5. Student shows enthusiasm, initiative and self-confidence. | <input type="checkbox"/> E | <input type="checkbox"/> G | <input type="checkbox"/> F | <input type="checkbox"/> P |
| 6. Student has the ability to work well with others and communicate clearly. | <input type="checkbox"/> E | <input type="checkbox"/> G | <input type="checkbox"/> F | <input type="checkbox"/> P |
| 7. Student is responsive to suggestions and adjusts accordingly. | <input type="checkbox"/> E | <input type="checkbox"/> G | <input type="checkbox"/> F | <input type="checkbox"/> P |
| 8. Student demonstrates professionalism in appearance and behavior. | <input type="checkbox"/> E | <input type="checkbox"/> G | <input type="checkbox"/> F | <input type="checkbox"/> P |

Please describe the areas in which the student performs especially well.

Please describe the areas in which the student needs improvement or additional emphasis.

Supervisor Name (please print) _____

Supervisor Signature _____ Date _____