

REGENT UNIVERSITY

Robertson School of Government

SUPERVISOR INTERNSHIP EVALUATION

Name of Intern:		Supervisor:	
Place:		Position:	
Start/End Dates		Hours per Week:	

1. Please provide a commentary on the intern's productivity, research skills, knowledge, oral and writing skills, and interpersonal abilities. Is the intern the type of person you would want to hire if a position were available?

2. Would you be willing to write a recommendation for the student's file at the close of the internship? *(If so, please send with the evaluation.)*

3. On a Scale of 1 to 5, where 1=poor, 2=below average, 3=average, 4=very good, 5=outstanding, please rate the intern on the items below. If not applicable, place a dash.

Beginning job skills		Appearance	
Job skills improvement		Attendance, promptness	
Overall competence		Adaptability, flexibility	
Interpersonal-peers		Response to criticism	
Interpersonal-supervisor		Innovativeness	
Productivity		Future prospects	
Assumes responsibility		Grasp of field	

Signature of Supervisor

Date

Signature of Intern

Date

Please return this form to:
 RSG Student Services
 Robertson School of Government
 Regent University
 1000 Regent University Dr., RH318
 Virginia Beach, VA 23464
 Fax: (757)352-4735

- ❖ The student has been invited to sign a waiver relinquishing rights to inspect this evaluation form.
- ❖ The intern's signature above constitutes a waiver; no signature means the intern will have the right to read this evaluation.
- ❖ We encourage you to share this evaluation with the intern.