

Internship Performance Evaluation

Intern	Name	: Site Name:					_
Faculty	y Supe	rvisor: Site Superviso					_
Period	of Inte	ernship from Start Date: To: Cumulative #	of Hours	f Hours Completed:			
Site Sur	perviso	or Instructions:					
Fill be u	out mic used to mits via	dpoint evaluation upon intern's completion of 200 hours for POR and II identify strengths and weaknesses as a basis for assessing progress. Sub Blackboard.	bmit via re				
TR, houi than subr	and it rs. Bas focusi nits via Superv	al evaluation immediately after 400 hours for POR and IND and 560 for should reflect the intern's overall performance and growth over the your judgement on the entire period covered by these reports rathering on isolated incidents. Submit to recfield@gmu.edu while inter Blackboard and in student portfolio. isor please check if this is a Midpoint or Final Evaluation on A: Intern's General Professional Performance	meet of	Approaching Job Requirements	Meets Job Reguirements	Exceeds Job Reauirements	Not Applicable
			(1)	(2)	(3)	(4)	n/a
		Professional appearance (e.g. neatness, appropriate dress)					
		Seeks responsibility					
	_	Demonstrates initiative					
	Š	Dependability (e.g. punctual, completes work)					
	Behavior	Accepts direction and constructive criticism					
		Ability to work independently					
		Motivation (e.g. enthusiasm, attitude towards duties)			 		
		Resourcefulness (e.g. use of resources, varied approaches/ideas)			<u> </u>		
		Offers opinions and suggestions					
	S	Rapport with staff (e.g., co-workers, volunteers)					
	o	Interaction with public (i.e., clients, participants, patients)					
	Relations	Understands needs of clients					
	Re	Ability to plan for client's needs					
		Adaptability (e.g., adjusts plans/actions according to situation)					
		Planning and organizing work schedule (e.g., time management)					
	ge Ge	Judgment (e.g., common sense, problem solving skills)					
	wledge	Task accomplishment					
	Performance/knowl	Oral communication					
		Written communication					
		Evaluation, self-improvement					
	Jan	Leadership ability					
	ıπ	Quantity of work					
	erfe	Quality of work					
	Pe	Understanding of agency's goals and operations					
		Knowledge of field					
		Overall Rating of Intern's Performance for Your Agency:					

Intern to submit to Faculty Supervisor via Blackboard





Signature*

Section B: Written Evaluation of Intern's Performance

Site Supervisor:

Fc	or each of the criteria below, briefly comment on the intern's abilities, strengths and weaknesses in the space provided.
	1. Knowledge (e.g., requisite skills, current knowledge and skill of profession)
	2. Leadership (e.g., instills confidence in others, organization, group spirit and cooperation, maintains an attitude of objectivity and fairness, communication)
	3. Public Relations (e.g., with supervisors, co-workers and public: courtesy, insight, respect, tact)
	4. Additional Comments

Date:

^{*}Signing this form indicates the supervisor and intern have reviewed and discussed the evaluation. It does not necessarily indicate the intern's agreement with the content. Supervisors may append additional comments about the intern's performance.

^{**}Please note that this evaluation is part of the student's (intern's) overall grade in this fieldwork experience course, and is protected by the Family Educational Rights and Privacy Act (FERPA). Therefore, the information provided in this evaluation is restricted to the student, the student's (intern's) direct site supervisor(s), and the student's (intern's) university faculty supervisor and internship coordinator.