Internship – Student Appraisal Form

Student: _____ Marking Period: _____ Due: _____

Sponsor: _____ Business/School: _____

Please evaluate the student's Internship by filling out the chart below. A 10 is considered 100% in that particular area. Please feel free to use decimals if you would like. For example: A 9.5 would be a 95% in a particular area.

Student Performance Observed	10	9	8	7	6	5	4	3	2	1
General Conduct: Courtesy, honesty, sense of humor, friendliness										
Appearance: Appropriate dress, hygiene										
Punctuality: Arrives on time										
Ability to Learn: Learns work methods with reasonable amount of instruction, retains instructions										
Dependability: Accepts responsibility, completes tasks in a timely manner										
Accepts Criticism: Open-minded, respectful, no excuses										
Interest: Asks questions, enthusiastic about job										
Self Reliance: Works well independently										
Meets Internship Objective: Does what you ask and need										
Accountability: Notifies in advance of absence or tardiness										

Comments/Concerns: