

# Internship Award - Employer Evaluation Form

---

Start of Block: Default Question Block

**Penn State College of Agricultural Sciences Alumni Society  
Internship Award  
Employer Evaluation Form  
Supervisor Evaluation of Student Performance  
Credit or Non-Credit Internship**

**Form must be completed by supervisor.**

---

Date:

---

---

Supervisor's Name:

---

---

Position/Title:

---

---

Phone Number:

---

Email:

---

Student Name:

---

Position Student Held:

---

Company Name:

---

Business Type:

---

**This performance evaluation is designed to identify and assess the growth and learning development of students while in an experiential learning environment related to their career interest and goals. Please check the rating level that most closely represents the intern's performance and comment where possible. Additional comments can be included on a separate sheet.**

Quality of work  
(accuracy, thoroughness)

- Excellent
- Very Good
- Average
- Below Average
- Poor

---

Comments:

---

---

---

---

---

Quantity of work  
(volume, pace, effort)

- Excellent
- Very Good
- Average
- Below Average
- Poor

---

Comments:

---

---

---

---

---

Competence  
(applies experience and training)

- Excellent
- Very Good
- Average
- Below Average
- Poor

---

Comments:

---

---

---

---

---

Ability to learn

(grasps and retains new responsibilities)

- Excellent
- Very Good
- Average
- Below Average
- Poor

---

Comments:

---

---

---

---

---

Initiative

(originates ideas and seeks new responsibilities)

- Excellent
- Very Good
- Average
- Below Average
- Poor

---

Comments:

---

---

---

---

---

Reliable

(dependable, punctual, conscientious)

- Excellent
- Very Good
- Average
- Below Average
- Poor

---

Comments:

---

---

---

---

---



Judgement

(reasoning ability and common sense)

- Excellent
- Very Good
- Average
- Below Average
- Poor

---

Comments:

---

---

---

---

---

Personal relations

(ability to work effectively with others)

- Excellent
- Very Good
- Average
- Below Average
- Poor

---

Comments:

---

---

---

---

---

Application to work

(enthusiastic, diligence, interested)

- Excellent
- Very Good
- Average
- Below Average
- Poor

---

Comments:

---

---

---

---

---

Overall Performance

- Excellent
- Very Good
- Average
- Below Average
- Poor

---

Comments:

---

---

---

---

---

---

What are a few recommended areas of improvement this student needs to improve his/her qualifications for pursuing a career in your discipline or type of business?

---

---

---

---

---

On average, how much daily contact did you have with this student during his/her employment?

Frequent to constant

Occasional

Minimal

---

Additional Comments:

---

---

---

---

---

End of Block: Default Question Block

---

Start of Block: Block 1

Contact Information:

Supervisors Name: \_\_\_\_\_

Position/Title: \_\_\_\_\_

Email Address: \_\_\_\_\_

Campus Address \_\_\_\_\_

---

**Thank you for your input. We plan to use your comments to help this student and to counsel future internship/co-op students.**

---