

Sample Site Supervisor Evaluation

Last Name	
First Name	
Host Organization	
Supervisor	
Phone Number	
Email	
OVERALL PERFORMANCE	
Accepts and follows directions	
Works effectively with others	
Takes initiative in starting tasks	
Demonstrates competency in skills required for position	
Learns new skills efficiently	
Arrives on time and gives advance notice of absence	
Displays appropriate dress, grooming, hygiene and etiquette	
Demonstrates a positive attitude	
Demonstrates organizational skills	
Treats others with respect	
Completes assigned tasks on time	
Meets designated standards in work performance	
Displays self-discipline and self-responsibility	
Maintains appropriate relationships with supervisors and peers	
Demonstrates interest in work	
Demonstrates creativity in completing tasks	
Works independently when needed	
Communicates effectively: Written	
Communicates effectively: Verbally	
Makes appropriate job-related decisions	
Demonstrates an understanding of professional work ethics	
PROGRESS TOWARD LEARNING OBJECTIVES	
Learning Objective #1	
Learning Objective #2	
Learning Objective #3	
Comments regarding student's progress toward meeting the specific learning objective for semester.	
The academic grade recommended by supervisor	

Has the evaluation been discussed with the student intern?

SAMPLE