

**MISSISSIPPI STATE UNIVERSITY
Minor in Leadership Studies
Internship Evaluation Form**

INSTRUCTIONS:

The immediate supervisor will evaluate the student objectively, COMPARING WITH OTHER STUDENTS OF COMPARABLE ACADEMIC LEVEL, with other personnel assigned the same or similarly classified jobs, or with individual standards.

Employer's Name: _____

Student's Name: _____

Note: An entry MUST be made for EACH of the items below.

<p>RELATIONS WITH OTHERS</p> <input type="checkbox"/> Exceptionally well accepted <input type="checkbox"/> Works well with others <input type="checkbox"/> Gets along satisfactorily <input type="checkbox"/> Has some difficulty interacting with others <input type="checkbox"/> Interacts very poorly with others	<p>ATTITUDE</p> <input type="checkbox"/> Outstanding in enthusiasm <input type="checkbox"/> Very interested and industrious <input type="checkbox"/> Average in diligence and interest <input type="checkbox"/> Somewhat indifferent <input type="checkbox"/> Definitely not interested
<p>COMMUNICATION SKILLS</p> <input type="checkbox"/> Excellent <input type="checkbox"/> Very good <input type="checkbox"/> Average <input type="checkbox"/> Below Average <input type="checkbox"/> Very poor	<p>DEPENDABILITY</p> <input type="checkbox"/> Completely dependable <input type="checkbox"/> Above average in dependability <input type="checkbox"/> Usually dependable <input type="checkbox"/> Sometimes neglectful or careless <input type="checkbox"/> Unreliable
<p>ATTENDANCE: (Did student complete required hours?)</p> <input type="checkbox"/> Regular <input type="checkbox"/> Irregular	<p>PUNCTUALITY:</p> <input type="checkbox"/> Regular <input type="checkbox"/> Irregular

OVERALL RATING

Outstanding Grade = A	Very Good Grade = B	Average Grade = C	Marginal Grade = D	Unsatisfactory Grade = F
<input type="checkbox"/>				

What traits may help or hinder this student's advancement?

Additional Information or Comments

This report has been discussed with the student: Yes No

Internship Supervisor: _____ Date: _____

**Please sign and return to the:
Departmental Leadership Studies Advisor at the following address:**

