

WILLAMETTE UNIVERSITY
Department of Women's and
Gender Studies
Internship Evaluation Form

Student _____

Internship Agency _____

Supervisor _____

Please evaluate the student on the following criteria. Additional feedback, using behavior examples, would be especially helpful. Please write this feedback where it provides room for comments under each type of behavior evaluated. Also, please indicate if you feel you cannot rate any behavior and why this is so. Your ratings will be used to determine the student's grade on the experiential component of his/her internship. This form should be considered an "open evaluation" and should be shared with the student. You and the student should both sign the form indicating that the form has been reviewed together. We will also go over this evaluation with the student at their request. Thank you for your feedback and your willingness to supervise our students.

1. DEPENDABILITY. How dependable and reliable is the student? Can the student be counted on to meet scheduled commitments? Does the student give advance notice to staff when unable to keep scheduled appointments?

1	2	3	4	5	6	7	8	9	10
Not				Somewhat					Very
Dependable				Dependable					Dependable

Comments:

2. PROFESSIONALISM. Does the student conduct him/herself in a professional manner? Does the student demonstrate ethical behavior such as respecting the confidentiality of the individuals served by the agency?

1	2	3	4	5	6	7	8	9	10
Not				Somewhat					Very
Professional				Professional					Professional

Comments:

3. KNOWLEDGE: Does the student appear knowledgeable about the appropriate skills needed to interact with the individuals served by the agency?

1	2	3	4	5	6	7	8	9	10
Not very Knowledgeable				Somewhat Knowledgeable					Very Knowledgeable

Comments:

4. EFFECTIVENESS: Does the student appear to appreciate and understand the needs of the individuals served by the agency and can the student apply skills effectively to meet the needs of the individuals served by the agency?

1	2	3	4	5	6	7	8	9	10
Not Effective				Somewhat Effective					Very Effective

Comments:

5. COMMON SENSE. Does the student have the ability to make decisions which do not require extensive professional training? Can the student discriminate between decisions that can be made given this/her level of experience and those which require consultation with more knowledgeable staff?

1	2	3	4	5	6	7	8	9	10
No Common Sense				Some Common Sense					Much Common Sense

Comments:

6. STAFF INTERACTION. Does the student function well as part of the staff?

1	2	3	4	5	6	7	8	9	10
Poor				Some good					Very good
Interactions				Interactions					Interactions

Comments:

7. FEEDBACK. Is the student open to constructive criticism, and does the student respond well to feedback? Does the student show willingness to seek out feedback on his/her own?

1	2	3	4	5	6	7	8	9	10
Not open to				Somewhat open					Very open
Feedback				to Feedback					to Feedback

Comments:

8. INTEREST IN INDIVIDUALS SERVED BY THE AGENCY. Does the student seem intrinsically motivated to work with the individuals served by the agency (rather than just going through the motions)? Does the student show empathy, and does the student show a sincere desire to want to help the individuals served by the agency?

1	2	3	4	5	6	7	8	9	10
No				Some					Much
Interest				Interest					Interest

Comments:

9. IMPACT ON THE INDIVIDUALS SERVED BY THE AGENCY. Has the student been effective in promoting meaningful interactions with the individuals served by the agency? Has the student been effective in facilitating positive change in the individuals' behavior and/or self-understanding?

1 2 3 4 5 6 7 8 9 10
 Not Somewhat Very
 Effective Effective Effective

Comments:

10. OVERALL RATING. Overall, how has the performance of the student been at the agency? (As a way to evaluate this, think about whether you would hire the student if an entry level position became available at the agency).

1 2 3 4 5 6 7 8 9 10
 Very Fair Excellent
 Poor

Comments (include any additional comments which you feel are relevant in evaluating this student but which weren't covered elsewhere on the form):

Supervisor's Signature

Date

Student's Signature

Date