

SAINT LOUIS UNIVERSITY
SCHOOL FOR PROFESSIONAL STUDIES
Site Supervisor Performance Evaluation of Intern

Please select evaluation period: Midterm End of Term	
Student's Name:	Internship Period:
Internship Site Organization's Name:	
Site Supervisor's Name:	
Faculty Sponsor's Name:	

Directions for Site Supervisor: Please complete Section A: Performance Criteria and Section B, Overall Performance of Assignments. Sign the completed form and return to the Faculty Sponsor.

Section A: Performance Criteria	Rating
	5 = Excellent
	4 = Above Average
	3 = Average
	2 = Below Average
	1 = Unsatisfactory
	0 = Not Applicable
Honesty/Integrity	
Trustworthy and credible	
Motivation/Initiative	
Demonstrates desire	
Takes initiative	
Communication Skills	
Ability to effectively present information orally	
Self-Confidence	
Exhibits self-confidence	
Flexibility/Adaptability	
Open to new ideas, problems and suggestions of others	
Ability to successfully alter activities to cope with demands of new situations	
Ability to adapt to organizational environment	
Interpersonal Skills	
Relates to people in open, friendly manner	
Work Ethic	
Demonstrates reliability	
Adheres to assigned work schedule	
Teamwork Skills	
Displays collaborative efforts	
Leadership Skills Enthusiasm	
Maintains positive outlook	
Displays eagerness	

Section A: Performance Criteria	Rating 5 = Excellent 4 = Above Average 3 = Average 2 = Below Average 1 = Unsatisfactory 0 = Not Applicable
Technical proficiency	
Demonstrates understanding of job	
Possesses the appropriate skills to complete assigned tasks	
Feedback	
Solicits feedback	
Uses past experience to understand new situations	

Section B: Overall Performance of Assignments:

Provide a written summary statement describing those areas in which the student excels and areas for improvement.

Site Supervisor's Signature:

Date:

Faculty Sponsor's Signature:

Date:

Student Signature:

Date: