Attitude towards work
- Very enthusiastic
- Positive-willing to work
- Shows interest most of the time
- Somewhat indifferent
- Definitely not interested

Work initiative
- Recognizes work to be done and does it without directions
- Does more than is assigned if given directions
- Does average amount of assigned work
- Sometimes tries to avoid work
- Low production, unreliable

Quality of Work
- Always does neat, accurate work
- Usually produces high quality work
- Produces acceptable work
- Inferior work is common
- Does almost no acceptable work

Adaptability
- Reacts very quickly to new situations
- Learns new duties if given time
- Routine worker, requires detailed instructions
- Slow to learn and accept new changes
- Unable to adjust to change

Dependability
- Completely reliable to follow instructions
- Meets obligations with little need or supervision
- Requires careful supervision
- Requires frequent follow-up on routine duties
- Unreliable even under close supervision

Cooperation
- Good team worker, well accepted, tactful
- Works well with others
- Get along satisfactory
- Has difficulty working with others
- Unfriendly, rude, hard to get along with

Attendance and punctuality
- Never late or absent
- Very seldom absent or late
- Late or absent several times
- Attendance and punctuality was a problem

Progress
- Outstanding improvement
- Some improvement
- Average level of performance
- Failed to improve
- Does inadequate work

Overall Performance: □ Outstanding □ Very Good □ Average □ Marginal □ Unsatisfactory
Student’s appearance: □ Satisfactory □ Unsatisfactory
What unusual traits, positive or negative, have you observed?

Do you feel this student is qualified for full-time employment upon graduation? □ Yes □ No
Please Comment.

Suggestions for improving the Intern Program

Student Signature __________________________________________ Date _____________
Supervisor Signature ________________________________________ Date _____________