**SAMPLE INTERN EVALUATION**

1. **Supervisor:** Please provide the following information

   Your First and Last Names: -
   
   Company: -
   
   Email Address: -

2. **Your Job Title**

3. **Student's First and Last Names**

4. Please rank the student's performance on a scale of one to five with five being the highest. Please note the letter grade equivalent next to each value, which you can use as a guide for your responses.

   | Is Not Meeting Expectations (1=D) | Is Somewhat Meeting Expectations (2=C) | Meets Expectations (3=B) | Is More than Meeting Expectations (4=A) | Exceeds Expectations (5=A+) |
---|---|---|---|---|---|

**Job Performance**

| Verbal Communication | Written Communication | Problem Solving | Technology Skills | Professional Behavior | Overall Performance |
---|---|---|---|---|---|

5. **Did the intern work a minimum of 100 hours?**

6. **Would you recommend this student for a position in the industry?**  
   ___YES   ___NO
   
   **Comments** ________________

7. **Do you have any general suggestions for this intern?**

8. **Do you have any general comments regarding the DePaul Communication Internship Program?**

9. **Thank you for mentoring / supervising this DePaul University student. Please make any comments you feel would be beneficial.**