

## INTERN EVALUATION FORM

*Thank you for taking the time to help a student from the CIBACS program at Edison High School. You have provided an invaluable experience for a student, and your efforts are much appreciated. As a final assessment of the student's performance at his/her internship site and a means of providing feedback to the student, we ask that you complete the following evaluation and return it in the enclosed envelope.*

Student Name \_\_\_\_\_

Mentor Name \_\_\_\_\_

Mentor Signature \_\_\_\_\_

1. The intern began with a favorable first impression in regard to attire, promptness, and personality.  
\_\_\_ strongly agree \_\_\_ agree \_\_\_ disagree \_\_\_ strongly disagree \_\_\_ no basis for comment

2. The intern arrived on time consistently throughout the duration of the internship.  
\_\_\_ strongly agree \_\_\_ agree \_\_\_ disagree \_\_\_ strongly disagree \_\_\_ no basis for comment

3. The intern maintained a positive attitude toward assigned work tasks.  
\_\_\_ strongly agree \_\_\_ agree \_\_\_ disagree \_\_\_ strongly disagree \_\_\_ no basis for comment

4. The intern demonstrated self-confidence and a strong potential for growth by asking questions and accepting constructive criticism.  
\_\_\_ strongly agree \_\_\_ agree \_\_\_ disagree \_\_\_ strongly disagree \_\_\_ no basis for comment

5. The intern fostered positive relationships with other employees by being friendly and enthusiastic.  
\_\_\_ strongly agree \_\_\_ agree \_\_\_ disagree \_\_\_ strongly disagree \_\_\_ no basis for comment

6. The intern was trustworthy and responsible in the completion of all assigned tasks.  
\_\_\_ strongly agree \_\_\_ agree \_\_\_ disagree \_\_\_ strongly disagree \_\_\_ no basis for comment

7. The intern demonstrated strong problem solving skills.  
\_\_\_ strongly agree \_\_\_ agree \_\_\_ disagree \_\_\_ strongly disagree \_\_\_ no basis for comment

8. The intern demonstrated strong communication skills by establishing an initial contact, clarifying the goals and objectives of the program, and keeping the mentor updated on his/her needs in relation to the program.  
\_\_\_ strongly agree \_\_\_ agree \_\_\_ disagree \_\_\_ strongly disagree \_\_\_ no basis for comment

9. The intern demonstrated flexibility and adaptability to new situations and ideas related to the job.  
\_\_\_ strongly agree \_\_\_ agree \_\_\_ disagree \_\_\_ strongly disagree \_\_\_ no basis for comment

10. The intern demonstrated the ability to stay with tasks until they were completed.  
\_\_\_ strongly agree \_\_\_ agree \_\_\_ disagree \_\_\_ strongly disagree \_\_\_ no basis for comment

Additional comments for the intern:

Thank you for your time!