

## Polk State College Internship Program Internship Supervisor Evaluation

By-Internship Supervisor:

At-Placement Site:

On-Student Intern:

For-Period of Internship:

Matina Wagner, Internship Coordinator

Program Director:

Please take a moment to provide feedback and to share it with your student intern at mid-term and at the end of the experience. If desired, please add any examples or substantiating comments to support your ratings. Thank you!

**STUDENT:** (can be used at mid-term and again at the end of the semester to note progress)

**Rating scale: 5-Excellent; 4-Good; 3-Average; 2-Needs Improvement; 1-Unsatisfactory**

1. Attendance/Dependability/Reliability	5	4	3	2	1
Comments:					
2. Cooperation/Working with the Team	5	4	3	2	1
Comments:					
3. Conduct/Behavior/Adherence to Policies	5	4	3	2	1
Comments:					
4. Communication – spoken and written	5	4	3	2	1
Comments:					
5. Ability to follow directions/execute assignments	5	4	3	2	1
Comments:					
6. Ability to problem solve/trouble-shoot	5	4	3	2	1
Comments:					
7. Application of supervisory feedback	5	4	3	2	1
Comments:					
8. Use/application of equipment/technology/computers	5	4	3	2	1
Comments:					
9. Application of classroom knowledge	5	4	3	2	1
Comments:					
10. Independence/Professionalism	5	4	3	2	1
Comments:					

**OVERALL EXPERIENCE:** (to be provided and completed at the end of the internship)

**Rating scale:** 5-Strongly Agree; 4-Agree; 3-Neutral; 2-Disagree; 1-Strongly Disagree

1. I received information on my Intern in a timely manner. 5 4 3 2 1

Comments:

2. I received information on the process in a timely manner. 5 4 3 2 1

Comments:

3. The Polk State faculty/staff were responsive to my needs. 5 4 3 2 1

Comments:

4. The resources shared by Polk State were beneficial/helpful. 5 4 3 2 1

Comments:

5. My organization benefitted from this experience. 5 4 3 2 1

Comments:

6. I benefitted from this experience. 5 4 3 2 1

Comments:

6. I would participate in a Polk State Internship program again. 5 4 3 2 1

Comments:

7. I would recommend the Internship program to others. 5 4 3 2 1

Comments:

8. What I liked best about having an Intern from Polk State was:

9. What I think needs improvement is:

10. Any other feedback about your experience that you would like to share with us?

Thank you for completing this evaluation and providing us valuable feedback.

Please return it to [mwagner@polk.edu](mailto:mwagner@polk.edu) or mail to:

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