



**STATE UNIVERSITY OF NEW YORK
AT FREDONIA**

Site Supervisor's MID-TERM Evaluation Form

Student Intern: _____ Semester/Year: _____

Site Supervisor's Name: _____ Phone: _____

Organization Name: _____ E-mail: _____

A supervisor's rating is helpful in evaluating the intern's performance. The rating serves as a basis for consulting and it becomes a part of the student's college record. We would appreciate frank responses to the following questions.

I. Please look at your copy of the Learning Contract and comment on how well the intern is achieving the Educational Objectives:

1. _____
2. _____
3. _____
4. _____
5. _____

II. What problems have developed in the pursuit of these objectives? Please be specific.

1. _____
2. _____
3. _____
4. _____
5. _____

PLEASE COMPLETE BOTH PAGES OF THIS FORM

Site Supervisor's MID-TERM Evaluation Form

Please rate your student-intern by placing a check in the appropriate box:

1. Ability to learn: slow below average average learns readily very quick
2. Quality of work: poor barely acceptable average very good superior
3. Quantity of work: unproductive acceptable highly productive
4. Attitude towards work: indifferent acceptable industrious highly enthusiastic
5. Relations with co-workers: poor satisfactory very well accepted by others
6. Dependability: unreliable generally acceptable exceptionally dependable
7. Judgment: immature average exceptionally dependable
8. Punctuality: usually late generally punctual never late
9. Appearance: often questionable sometimes questionable always acceptable
10. Oral communication: needs improvement satisfactory very good
11. Written communication: needs improvement satisfactory very good
12. Reaction to supervision: resents criticism accepts criticism seeks guidance
13. Overall performance: poor marginal average very good outstanding

Additional Comments _____

Evaluated by: _____
Site Supervisor Signature *Supervisor Title* *Date*

Please complete both pages of this Evaluation Form and then return it to the Faculty Sponsor by the mid-term evaluation date listed on the intern's Learning Contract. The intern's grade may be in jeopardy if all necessary paperwork for the internship is not on file. Thank you for your attention to this matter.

**Please return this completed evaluation form to the student's Faculty Sponsor at
SUNY Fredonia, Fredonia, NY 14063.**