



**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.**