

Intern Midway Evaluation Form
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Academic adviser:
 Phone:
 Email:

Date: _____
 Name of intern: _____
 Supervisor's name: _____
 Organization: _____
 Nature of internship (i.e., newspaper, public relations, photojournalism): _____

Please rate the intern on the following areas:

1 = poor 4 = very good
 2 = fair 5 = excellent
 3 = average

- Quality of work
- Being on time for work or appointments
- Handling absences, if any
- Appropriate dress and manner
- Willingness to perform ALL tasks assigned
- Seeking direction as needed
- Initiative or enterprise
- Demonstrating a positive attitude
- Other:

1	2	3	4	5

What are the intern's current strengths? Is there anything he or she has done really well or helped with so far?

In what areas can the intern improve during the second half of the internship? Are there any issues or concerns you have in terms of work quality, behavior, etc?

Is there any way the academic adviser can assist you to ensure a beneficial experience for both the intern and your organization?