



**Johnson State College Internship Program  
INTERN-SELF EVALUATION**

**Instructions:**

The evaluative process is extremely important and is a critical part of the internship process. This form is used for five primary purposes:

- To provide the student with evaluative feedback concerning performance of his or her major areas of responsibility in this assignment;
- To identify areas in which the student needs to strive for improvement;
- To give the student an idea of his or her current strengths and weaknesses as related to the pursuit of a career;
- To allow the intern to assess the ability of the site to host an intern and the quality of supervision from both the site supervisor and the JSC faculty supervisor;
- To help the faculty supervisor determine a satisfactory/unsatisfactory grade for the student's performance.

Not only does this evaluation give you, the student, the chance to reflect upon the internship experience, but it also gives you the opportunity to help improve the experience for future interns and the site supervisors who host them. Therefore, both the student and the site supervisor are requested to complete the same evaluation form. The supervisor and the student should complete these evaluations independently and then discuss them jointly in an evaluation conference. Knowing it is difficult to remain objective with evaluation forms, please exercise your best personal and professional judgment in completing this evaluation.

**Please complete this form and return to the Johnson State College faculty supervisor by the date specified on the internship contract.**

Note: Should the site supervisor have an agency evaluation form available and prefer to use that form, it may be substituted for this form.

**Check one:**  **Mid-term**       **End-of-term**

Date: \_\_\_\_\_

Intern Name: \_\_\_\_\_

Email: \_\_\_\_\_

Term:  Fall    Spring    Summer      Year: \_\_\_\_\_

Internship Site: \_\_\_\_\_

Site Supervisor's Name: \_\_\_\_\_

Site Supervisor's Email: \_\_\_\_\_

JSC Faculty Supervisor Name: \_\_\_\_\_

JSC Faculty Supervisor Email: \_\_\_\_\_



**Section B.**

**Student Evaluation of Internship Site/Site Supervisor-** Please be honest and constructive in your response and use the following scale:

**(1) Poor (2) Fair (3) Adequate (4) More than Adequate (5) Excellent (6) N/A**

<b>Internship Site:</b> Please evaluate the quality of your <b>internship site</b> , rating the strengths and weaknesses of the site in terms of meeting your needs as an intern. Please rate the following items, but include other information you feel pertinent in the comments section.	<b>Rating</b>	<b>Internship Site Supervisor:</b> Please evaluate the quality of the <b>site supervision</b> you received from your site supervisor during your internship. Please rate the following items, but include other information you feel pertinent in the comments section.	<b>Rating</b>
Acceptance of you as a functional member of the staff; willingness to integrate you into all appropriate levels in activities, programs and projects.		Quality of orientation to your site.	
		Willingness to discuss the full range of your activities at the site.	
Willingness of agency staff to provide professional development opportunities through training programs, seminars and similar activities.		Ability to respond to your problems and to help you work toward solutions.	
		Adequate number of supervisory meetings.	
Assistance in helping you meet your personal and professional goals and objectives.		Quality of supervisory meetings.	
		Sensitivity to your needs in accomplishing your objectives.	
Adequate resources available (desk, phone, computer, library, equipment, supplies, tools, etc.)		Provided appropriate mentorship.	
		Understanding of philosophy and practices in the profession.	
Employment of qualified, professional staff with demonstrated capability to provide competent mentorship and professional support.		Openness to change, innovation and new techniques.	
Opportunities to relate classroom theory to practical situations.			
<b>Comments:</b>		<b>Comments:</b>	