

Department of Computer Science

William Paterson University

Internship Final Evaluation Form (from Sponsoring Faculty)

Student Intern: _____ Student Id# _____

Semester of Internship: _____

Agency Field Supervisor: _____

Agency: _____

Site/Address: _____

Sponsoring Faculty: _____

Project Title: _____

Based on the regular student meetings, periodic oral reports from the agency field supervisor, and the final reports of both, please complete this form.

Using the scale:

4=excellent, 3=good, 2=fair/average, 1=poor, 0=failed, NA = Not Applicable, for each of the following, please circle the number that best describes the student's level of achievement in each area:

Overall Evaluation

1. Overall evaluation (met objectives of internship) 4 3 2 1 0 NA

Learning Outcomes

2. Effectively express themselves in written reports 4 3 2 1 0 NA

3. Effectively express themselves in oral form 4 3 2 1 0 NA

4. Demonstrate ability to think critically (i.e. draw inferences, make decisions) 4 3 2 1 0 NA

5. Locate and use information for problem solving 4 3 2 1 0 NA

6.	Demonstrate ability to integrate knowledge in a coherent and meaningful manner to solve real-world problems	4	3	2	1	0	NA
7.	Works with others on a team. Contributes to team effort. Carries share of workload.	4	3	2	1	0	NA
8.	Cooperates and coordinates well with co-workers	4	3	2	1	0	NA
9.	Cooperates and complies with management	4	3	2	1	0	NA
10.	Complies with workplace rules	4	3	2	1	0	NA
11.	Prioritize tasks and efficiently manage the time	4	3	2	1	0	NA

Professional Effectiveness

12.	Ability to handle assigned projects	4	3	2	1	0	NA
13.	Degree of initiative demonstrated in work	4	3	2	1	0	NA
14.	Diligence and capacity to handle hard work	4	3	2	1	0	NA
15.	Capacity to investigate problems in depth, detect/diagnose faults, and debug/troubleshoot	4	3	2	1	0	NA
16.	Breadth in computing discipline. Demonstrates a comprehensive background in computing.	4	3	2	1	0	NA
17.	Quality or thoroughness of completed projects or final products	4	3	2	1	0	NA

Overall Work Habits

18.	Perfect attendance	4	3	2	1	0	NA
19.	Consistently on time	4	3	2	1	0	NA
20.	Follows instructions and is reliable	4	3	2	1	0	NA
21.	Demonstrates creativity	4	3	2	1	0	NA
22.	Takes criticism and effectively improves from it	4	3	2	1	0	NA
23.	Demonstrates flexibility and adapts to change	4	3	2	1	0	NA

25. Demonstrates a positive attitude	4	3	2	1	0	NA
24. Is highly motivated	4	3	2	1	0	NA

Additional comments concerning the student or the internship project.

Based on this experience, would you consider being a faculty sponsor for another internship? This is intended as an evaluation commentary, not a statement of commitment to one.

Based on the Evaluation Model agreed upon, please provide the computations for evaluating the grade of this internship:

Final Letter Grade: _____

Please append any supporting documents or worksheets to this document (optional).

Faculty Sponsor's signature: _____

Date: _____

Thank you for your efforts and time in this behalf.