

Mid-Semester Sponsor Evaluation of Intern

Department of Finance Premier Internship Program (FPIP)

Student Name

Evaluator's Name/Title:

Company Name:

Work Term Dates:

Department: _____

ATTITUDE/APPLICATION TO WORK

- Outstanding in enthusiasm
- Very interested /industrious
- Average in diligence/interest
- Definitely not interested

ABILITY TO LEARN

- Learned work exceptionally
- Learned work readily
- Slow in learning
- Very slow to learn

COMMUNICATION SKILLS

- | | |
|--|--|
| ORAL | WRITTEN |
| <input type="checkbox"/> Very good | <input type="checkbox"/> Very good |
| <input type="checkbox"/> Satisfactory | <input type="checkbox"/> Satisfactory |
| <input type="checkbox"/> Needs improvement | <input type="checkbox"/> Needs improvement |

INITIATIVE

- Self-starter/seeks work
- Moves ahead independently
- Does all assigned work
- Definitely not interested

QUALITY OF WORK

- Excellent
- Very good
- Average
- Below average
- Very poor

RELATIONS WITH OTHERS

- Exceptionally well adjusted
- Works well with others
- Gets along satisfactorily
- Has difficulty working with others
- Works very poorly with others

MATURITY/POISE

- Poised and confident
- Has good self-assurance
- Average maturity/poise
- Timid

QUANTITY OF WORK

- Unusually high output
- More than average
- Normal amount
- Below average
- Low out-put, slow

JUDGEMENT

- Exceptionally mature in judgment
- Above average in making decisions
- Usually makes the right decision
- Often uses poor judgment
- Consistently uses poor judgment

TECHNICAL PROFICIENCY

- Better than expected
- As expected
- Less than expected

SAFETY PROCEDURES

- (where applicable)
- Satisfactory
 - Unsatisfactory

ATTENDANCE

- Regular
- Irregular

GROOMING

- Appropriate
- Inappropriate

PROFESSIONALISM

- Satisfactory
- Unsatisfactory

PUNCTUALITY

- Regular
- Irregular

OVERALL PERFORMANCE

Outstanding

Very Good

+ Average -

Marginal

Unsatisfactory

FURTHER COMMENTS

This report has been discussed with the student: Yes No

Signature: _____

Date: _____