

Internship Evaluation by Supervisor

FIU's Department of Electrical and Computer Engineering, located within the College of Engineering & Computing, appreciates your collaboration in hiring our students as interns for your organization.

Your feedback and support is greatly appreciated and will remain confidential.

Please complete and return this form to Layla El-Hilu at lehilu@fiu.edu at your earliest convenience.

General Information:

Intern's Name: _____

Supervisor's Name: _____

Supervisor's Title: _____

Agency/Organization Name: _____

Internship Information:

Start date: _____

End date: _____

Hours per Week: _____

Please select the column that best describes the intern’s performance during their internship:

	Excellent	Very Good	Average	Below Average	Comments
Attendance Attends work regularly and on time					
Production Produces the expected volume of work					
Thoroughness and Accuracy Attentive to detail and gets the job done right					
Initiative Takes initiative on project assignments and offers effective solutions for improving operations					
Written Communication Writes with clarity and uses critical thinking skills					
Interpersonal Communication Articulates ideas and concerns clearly; maintains effective two-way communication with staff, peers and supervisor					

Did the intern accomplish the goals and tasks you had set for them?

What suggestions would you offer the intern to enhance their career development and future job success?

Additional comments: