CAREER ADVISER EVALUATION FORM

On time for his or her appointments

Has dressed appropriately for all meetings

Respectful of you and other employees

Positive attitude, pleasant, enthusiastic, and polite

Active participant, student takes initiative

Ability to communicate with you

Rate your relationship with your student intern

How many times has your student intern come to work with you this semester?
Please circle one: (1 – 5); (6 – 10); (11 – 15); (16 – 20); (21 or more).

At this point in the semester, do you feel that your student intern is putting forth the time and effort needed to accomplish the objectives of his or her internship project? Please provide specific comments below. Feel free to attach additional sheets if necessary.

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What is your overall evaluation of your student intern? Please provide specific comments. Feel free to attach additional sheets if necessary.

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Career Adviser Signature ______________________________     Today’s Date ____/ ____/____