# Supervisor Evaluation of Student Intern

# Longwood University – Department of Mathematics and Computer Science

Computer Science Student Intern:

Evaluator:

Please use the chart below to evaluate the performance of the student who has interned in your agency by selecting the appropriate item from the list.

|  |  |
| --- | --- |
| Punctuality and Attendance | Choose an item. |
| Organizational Skills | Choose an item. |
| Ability to Accept Supervision (follows directions, seeks help, accepts criticism) | Choose an item. |
| Communication Skills | Choose an item. |
| Collaboration/Interaction Skills | Choose an item. |
| Positively Represented Longwood University | Choose an item. |
| Fulfilled Expected Roles and Responsibilities (as outlined at the beginning of the internship) | Choose an item. |
| Overall Performance | Choose an item. |
| Would you be interested in other Longwood students completing an internship with your organization? | Choose an item. |

Intern Name:

**1.** Describe the ways in which the intern’s performance benefited your organization.



**2**. What are the intern’s strengths?



**3**. In what areas does the intern need to improve?



**4**. What are your suggestions for improving the Department of Mathematics & Computer Science internship program?



Please use the space below to comment on any other aspects of the student’s performance about which the Department of Mathematics and Computer Science should be aware.



**Signature of Evaluator:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Return to:**

Scott McElfresh Phone: (434) 395-2249

Computer Science Internship Director email: mcelfreshsa@longwood.edu

Department of Mathematics and Computer Science

Longwood University

201 High Street

Farmville, VA 23909

***Note: This evaluation is confidential. Upon submission to the intern’s faculty contact, it will be securely kept by the Longwood internship director for one year and then destroyed.***