



Marshall University School of Art and Design Intern Evaluation Form



Student Name:

Place of Employment:

Type of Work:

Supervisor's Name:

Please complete this form and return it as soon as possible. We welcome all your comments and suggestions about the internship and the program of placing students in on-the-job training.

	Excellent	Good	Average	Poor
Ability to work with others:				
Follows instructions:				
Adapts to job:				
Initiative:				
Enthusiasm:				
Appearance:				
Academic preparation:				
Technical preparation/Art skills:				
Writing/Communication skills:				

Please provide general comments including a brief description of the Intern's projects and accomplishments.

Additional questions on reverse side

What grade do you recommend?	A (Excellent)	B (Good)	C (Average)	D (Below Average)	F (Fail)

Signature of Supervisor/Evaluator

Title

Date

Please comment on:

A brief narrative evaluating the project of work, comparing expectations with accomplishments.

The value of the project to the business or institution.

The effort the supervisor expended and the value received for it.

Suggestions for expanding or improving the internship relationship.

At the end of the student's internship, please return completed form to:

School of Art and Design
Visual Arts Center
927 Third Avenue
Huntington, WV 25701