

INTERNSHIP PERFORMANCE EVALUATION FORM

I. EVALUATION DATA

NAME OF STUDENT : _____
STUDENT I.D NUMBER : _____
TERM/CLASS : _____
NAME OF COMPANY : _____
COMPANY ADDRESS : _____
DEPT./BRANCH/UNIT : _____
NAME OF SUPERVISOR : _____
TITLE/POSITION : _____

II. EVALUATION OF THE SUPERVISOR

In evaluating the student, kindly use the following rating scale:

<u>SCALE</u>	<u>INTERPRETATION</u>
5	Outstanding
4	Above Average/Very Good
3	Average/Good
2	Fair
1	Poor

Kindly check (√) the corresponding scales on the blank spaces after the specific key job factors.

III. DEVELOPMENTAL PROFILE AND RECOMMENDATIONS

1. What are the student's strong points?

2. What are the student's weak points?

3. What do you think the student can do to improve himself professionally?

Would your company consider accepting future interns from Raffles International College?

Yes

No. Please specify reason: _____

Please attach name card here

Name of Evaluator

Signature of Evaluator

Date

Important Note: Kindly enclose this Internship Evaluation Report in an envelope signed and sealed.