

## History Internship Evaluation Form

To the Internship Supervisor: Please fill out this form and return it to the intern's faculty advisor to provide evidence of the quantity and quality of the intern's work for you. The faculty advisor may consider your report in determining the intern's grade for the course. If you prefer instead to write a brief summary that covers this information, please feel free to do so.

Name of Intern \_\_\_\_\_ Organization \_\_\_\_\_

Name and contact information of Internship Supervisor \_\_\_\_\_

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Dates of Internship: \_\_\_\_\_ Number of hours worked: \_\_\_\_\_

Please describe the type of assignments the intern has undertaken for you:

Please assess the quality of the work the intern has performed for you:

Please assess the intern's professional growth during the internship:

Please rate the intern on the following scale, with 1 indicating poor performance and 5 indicating excellence:

Punctuality	1	2	3	4	5	NA
Professionalism	1	2	3	4	5	NA
Ethics	1	2	3	4	5	NA
Effectiveness in Completing Tasks	1	2	3	4	5	NA
Following Instructions	1	2	3	4	5	NA
Written Communication	1	2	3	4	5	NA
Verbal Communication	1	2	3	4	5	NA
Computer or digital skills	1	2	3	4	5	NA