

Internship Grading Form (Supervisor)



Evaluation of the student intern: _____

Date: _____

Your name: _____

Signature: _____

Name of your organization: _____

Your title in the organization: _____

We really appreciate your willingness to include our college student in the activities of your organization. It is our sincere hope that the student was helpful, courteous and met your work-related requirements.

Can you please give us a grade for this student? If the student basically did what you asked, we suggest a grade such as a “B” or “B+”. If the student amazed you and exceeded your requirements, than consider a grade such as an “A-“ or “A”. If however, the student fell short, in terms of attendance, attitude or productivity, we suggest a grade such as a “C”, “D” or “F”.

Grade _____

We would greatly appreciate any comments especially about the following competencies you may have seen in this student intern:

- a. getting tasks done on time
- b. understanding the exact requirements of a task (before going off on a tangent, by mistake)
- c. adapting to the inconveniences of a work schedule without too much trouble (work is very different than college life!)
- d. affirmative attitude about work performed
- e. reliable attendance
- f. problem-solving skills
- g. willingness to contribute to the organization as a whole
- h. honesty and integrity

Your comments:

Note: The grade submitted by the internship supervisor constitutes 50% of the total internship grade. The other 50% of the grade is contributed by two Bryn Athyn College Biology Major Program faculty.

Please mail this back to Dr. Sherri Cooper, Bryn Athyn College, PO Box 717, Bryn Athyn, PA 19009, or email it to: sherri.cooper@brynathyn.edu