

Internship Evaluation: Mid-Term

Maryland Institute College of Art

Community Arts Partnerships
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Student: _____

Date: _____

Internship Site: _____

Sponsor's Name: _____

Hours Worked to Date: _____

SPONSOR

Site Name

Site Supervisor/Coordinator

Telephone Number

E-Mail Address

Sponsor: Please use this form to evaluate the general work performance of your intern to date. Share the evaluation with your intern and discuss his/her performance during the first half of the internship, suggesting improvements or changes, if necessary. Then, send the evaluation completed and signed to our office at the above address.

INTERN'S ATTENDANCE & PUNCTUALITY ARE...

- excellent.
- good.
- fair.
- poor.

Comment:

INTERN IS...

- very enthusiastic and eager to learn.
- interested and willing to learn.
- indifferent.

Comment:

INTERN...

- works very well with others.
- works satisfactorily with others.
- has difficulty establishing good working relationships with others.

Comment:

INTERN IS...

- completely dependable.
- usually dependable.
- occasionally careless and/or does not finish work appropriately.

- consistently not dependable.

Comment:

INTERN'S JUDGMENT IS...

- mature and sound.
- typically mature and sound.
- often poor.
- consistently poor.

Comment:

WORK RESPONSIBILITIES

- Intern is accomplishing all responsibilities listed in the Learning Contract.
- Intern duties have changed since the formation of the internship and now include:

Comment:

Sponsor: Please comment on your intern's overall performance. To offer guidance for the remainder of the internship, please note special strengths as well as areas in which the intern needs to continue working to improve his/her specific skills, abilities, or work performance.

Sponsor's Signature

Date