

INTERNSHIP PROVIDER'S FINAL EVALUATION OF STUDENT PERFORMANCE
 Department of Horticulture
 University of Arkansas

Student's Name: _____

Date: _____

Period of Employment:

Start Date _____

Ending Date: _____

Position Title _____

Wage or Salary _____

Use the rating scale of 1-5 to evaluate the student intern performance and their characteristics while serving as an intern-employee for your organization. If they showed improvement in performance, please note that fact. Comments are welcome on each of these characteristics.

Rating scale: 1=satisfactory, 2= below average, 3=average. 4=good to very good, 5=excellent

Characteristics	Rating	Check if Improvement shown	Comments
Technical skill			
Horticultural knowledge			
Ability to learn			
Timeliness			
Neatness			
Appearance			
Communication skills			
Initiative and motivation			
Attitude			
Enthusiasm			
Relationships to others			
Ability to work with others / teams			
Dependability / reliability			
Independence			
Judgement			
Overall performance			

Written Commentary. Please complete the following questions of the performance of the student intern.

1. Was the student a good employee? Did they earn their wages? (Please explain)

2. What were the best attributes /characteristics the student brought to the position?

3. What are attributes/characteristics the student could improve upon?

4. Was the student prepared for the internship responsibilities, both academically and personally?

5. Please suggest additional training or courses the student should complete prior to employment?

6. Any additional comment about the student, the internship advisor and/or coordinator, or your assessment of the internship experience.

7. If you had to grade this student-intern for academic credit they received while in your employment, what grade would they receive? Please explain.

Check appropriate Grade

A (Excellent) **B** (Good) **C** (Average) **D** (Below Average) **F** (Failing)

Would you like to see a copy of the student-intern's final report if available?

Yes No

Would you be willing to sponsor another intern in the future?

Yes No

Additional Comments:

**Please return this form to:
Horticulture Office c/o Cindy Kuhns
Email: UofAHort@uark.edu; FAX: 479-575-8619
University of Arkansas, Dept. of Horticulture, 316 Plant Science Bldg.,
Fayetteville AR 72701**