

CCE Sponsored Internship-In-China Project

INTERN EVALUATION FORM

Intern Full Name: _____ Date: _____ (mm) _____ (yyyy)

Host Agency In China: _____

Host Agency Supervisor: _____

The purpose of this evaluation is to make an assessment of the Intern's overall strengths and areas where improvement is needed. The evaluation should be completed by the Host Agency's supervisor with input, as appropriate, from other agency personnel. As this assessment may be referred to in future assessment of the Intern, please be as specific and descriptive as possible. Use additional sheets if necessary.

1. describe the Intern's outstanding skills, abilities and qualities:
2. describe areas of improvement changes, or continued deficiencies from areas noted in the mid-term evaluation.
3. describe areas in which the Intern needs further improvement, knowledge or experience.
4. general comments.
5. Host Agency supervisor's recommended GRADE:
(Circle one) A B C D E

(Check on if appropriate) + -

Note: Grade Definitions

A = performance has been of the highest level, showing sustained excellence.

B = performance has been good, though not of the highest level.

C = performance has been adequate satisfactory.

D = performance has been less than adequate.

E = performance has been such that requirements have not been met.

Host Agency Supervisor's Signature: _____ Date: _____

Intern's _____ Signature: _____
Date: _____

Faculty _____ Supervisor's
Signature: _____ Date: _____