# Midterm Intern Evaluation

**Internship in Government or Public Administration**

**Instructions**: Please fill out this form and fax or email a completed copy to:

## Thomas Longoria Internship Director

**Fax: (512) 245-7815**

**E:mail: tl28@txstate.edu**

Name of Intern: \_\_\_\_\_

Supervisor completing form:

Please rate the intern in the following areas according to the scale:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Exceeds Expectations | Meets Expectations | Below Expectations | Far Below Expectations |
| Professionalism |  |  |  |  |
| Punctuality |  |  |  |  |
| Self-Directed |  |  |  |  |
| Completes Assigned Tasks |  |  |  |  |
| Overall Effectiveness |  |  |  |  |

Please indicate the number of hours the intern has worked to date:

Additional Comments:

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_