



**SALEM COLLEGE INTERN EVALUATION  
OFF-Campus Supervisor**

Intern \_\_\_\_\_ Date \_\_\_\_\_

Off-Campus Supervisor \_\_\_\_\_ Faculty Sponsor \_\_\_\_\_

Internship Site \_\_\_\_\_

Thank you for accepting a Salem College intern with your organization. Your efforts on behalf of the student are very much appreciated. This evaluation is designed to provide information concerning the intern's performance while working with your organization. Please complete this form in as much detail as possible. Feel free to attach a separate sheet if necessary. Your evaluation of the student's efforts will have a significant impact on her final grade. Many thanks for your assistance.

Using a scale of 1-10, with 10 being the highest possible score, please rank the Salem intern in the following areas:

Motivation \_\_\_\_\_ Preparation for the internship \_\_\_\_\_

Responsibility \_\_\_\_\_ Human relation skills \_\_\_\_\_

Communication Skills \_\_\_\_\_ Ability to follow directions \_\_\_\_\_

Level of professionalism \_\_\_\_\_ Capacity for independent work \_\_\_\_\_

How would you characterize the intern's contributions to your organization?

\_\_\_\_Extremely useful    \_\_\_\_Helpful    \_\_\_\_Neutral    \_\_\_\_ Not Helpful

Briefly describe the intern's primary duties with your organization.

Please mention any special strengths or weaknesses you noted about the intern's work with your organization.

Approximately how many hours did your intern work at the internship site? \_\_\_\_\_

Would you be willing to supervise another Salem College intern? \_\_\_\_Yes \_\_\_\_No

If no, please explain.

---

Signature Off-Campus Supervisor

Please return this evaluation to the intern's faculty sponsor at Salem College, PO Box 10548, Winston-Salem, North Carolina 27108-0548.