

SUFFOLK UNIVERSITY
Department of Government
Internship Program

INTERN EVALUATION

Intern's Name:

Please describe briefly the nature of your intern's responsibilities under each of the following headings:

Routine tasks:

Research tasks:

Administrative tasks:

Was the intern assigned a long-term project?

What skills or specialized types of knowledge has your intern demonstrated in doing this work?

What skills or specialized types of knowledge has your intern acquired or developed in doing this work?

What skills or specialized types of knowledge does your intern need to learn in order to do this work better?

How satisfied have you been with your intern's promptness, accuracy, and dependability?

How satisfied have you been with your intern's initiative and creativity?

Additional comments:

Date internship began:

Average hours per week:

Date internship completed:

Signed: _____

Title: _____

Agency: _____

Date: _____

Please assign a tentative
grade for student:
(A, A-, B+, B, B-, C+, C, C-,
D+, D, D-, F)

Please return to:

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