

**Employer Evaluation Of Student And Program
Michigan State University Horticulture Internship Program**

Intern: _____

Company Name: _____

Date: _____ **Evaluated by:** _____

Instructions: The intern student's immediate supervisor should complete this form and discuss it with the student. The form should be handed in to the Faculty Advisor.

Attitude towards work

- Very Enthusiastic
- Positive-willing to work
- Shows interest much of the time
- Somewhat indifferent toward work
- Definitely not interested

Work initiative

- Recognizes/completes work on own
- Does more than assigned, if directed
- Does average amount of assigned work
- Sometimes tries to avoid work
- Produces little, unreliable

Quality of work

- Always does neat, accurate work
- Usually produces high quality work
- Produces acceptable work
- Inferior work is common
- Does almost no acceptable work

Adaptability

- Reacts quickly to new situations
- Easily learns new duties with time
- Requires detailed training
- Slow to learn and accept change
- Unable to adjust to change

Dependability

- Completely reliable following instructions
- Meets obligations with little supervision
- Requires careful supervision
- Requires frequent follow-up on routine work
- Unreliable even under close supervision

Cooperation

- Good team player, well accepted, tactful
- Works well with others
- Gets along satisfactorily
- Has difficulties working with others
- Unfriendly, rude, hard to get along with

Attendance and punctuality

- Never late or absent
- Very seldom absent or tardy
- Average attendance
- Late or absent several times
- Attendance and punctuality a problem

Progress

- Outstanding improvement and performance
- Considerable improvement, good performance
- Some improvement, average performance
- Improvement, but still does poor work
- Failure to improve, unacceptable work

Professionalism

- Outstanding
- Very Good
- Average
- Marginal
- Unsatisfactory

Overall Performance

- Outstanding
- Very Good
- Average
- Marginal
- Unsatisfactory

Comments:

Student signature:

Date: _____

Supervisor signature:

Date: _____