

## AL RABY SCHOOL INTERNSHIP SITE EVALUATION

\*\*PLEASE RETURN BY MAIL TO LORNA WILSON | 3545 W. FULTON | CHICAGO, IL 60624\*\*

**Student Name** \_\_\_\_\_ **Date** \_\_\_\_\_  
**Internship Supervisor** \_\_\_\_\_  
**Internship Site/Agency** \_\_\_\_\_

*Please provide a candid evaluation of the student using the following checklist. Check the column that best describes the student's performance at your agency.*

<b>PERSONAL ATTRIBUTES</b>				
	Outstanding	Proficient	Needs Improvement	Not Applicable
Attendance/Punctuality				
Cooperation				
Dependability				
Interest and Willingness to Work				
Professional Appearance				
Assertiveness				
Emotional Maturity				
Poise and Confidence				
Adaptability and Flexibility				
Responsibility				
Attitude				
Enthusiasm and Vitality				

<b>PROFESSIONAL SKILLS AND ABILITIES</b>				
	Outstanding	Proficient	Needs Improvement	Not Applicable
Oral Communication				
Written Communication				
Listening Skills				
Background Knowledge				
Accuracy and Thoroughness				
Creativity				
Initiative				
Respect				

**Comments, Examples, Observations:** \_\_\_\_\_  
 \_\_\_\_\_

**Growth and Development:**  
 Does the student appear to be making satisfactory progress from their start in October up to this point?  
 Yes  No  (please explain) \_\_\_\_\_

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Outstanding = Exhibits superior qualities; professionally skilled  
 Proficient = Exhibits acceptable qualities and generally successful  
 Needs Improvement = Requires repeated assistance and guidance  
 Not applicable = Indicates that behavior has not been experienced enough to be evaluated or may not be relevant to the situation