



Host Organisation Evaluation

Upon completion, please forward this to:

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Student Name	
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Host Organisation	
Host Supervisor	
Position	
Email	

Provide a brief description of the project undertaken by the student:

Were the objectives of the project fulfilled to your satisfaction? Please explain why, or why not:

Please provide a brief statement as to the student's performance – highlighting strengths and possible areas for improvement:

Did the student possess the skills and knowledge necessary to adequately perform his / her duties? If not, what skills would have been useful?

In your professional opinion, please rate the overall performance of the student during the Internship

(Please tick as appropriate)

	Not applicable	Unsatisfactory	Development required	Good	Very Good	Outstanding
Cooperation						
Demonstrates ease in meeting people						
Accepts suggestions and criticism willingly						
Respects opinions of others						
Responsibility						
Follows tasks through to completion						
Follows directions and instructions						
Is punctual						
Attendance is appropriate						
Enthusiasm						
Eagerly pursues tasks						
Demonstrates interest in people						
Initiates tasks without prompting						
Demonstrates a desire to assist and learn						
Leadership						
Able to function in assigned groups						
Attempts to solve problems independently						
Conveys ideas clearly						
Demonstrates imagination and creativity						
Maturity						
Demonstrates confidence						
Confronts new situations comfortably						
Appearance						
Grooms appropriately for setting						
Dresses appropriately for setting						
Social Qualities						
Establishes good rapport with staff						
Demonstrates cooperative attitude						

In light of this Internship experience, would your organisation be willing to host future students?

Yes No

If yes, would you be happy for your organisation's contact details to be placed on a database for future students to access?

Yes No

Signature	
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