

**UNIVERSITY OF MICHIGAN-KINESIOLOGY
SPORT MANAGEMENT
FINAL STUDENT EVALUATION**

Student Name: _____ Today's Date: _____

Internship Title: _____ Internship Dates: _____

Internship Site: _____ Internship Supervisor: _____

Phone: _____ Email Address: _____

Brief Description of Student's Duties:

Directions: Please circle those qualities that apply to the student's performance using the scale below.

1. Outstanding 2. Above Average 3. Average 4. Below Average 5. Unsatisfactory

Academic Preparation:

| | | | | | |
|------------------------------|---|---|---|---|---|
| Verbal Communication Skills | 1 | 2 | 3 | 4 | 5 |
| Written Communication Skills | 1 | 2 | 3 | 4 | 5 |
| Computer Skills | 1 | 2 | 3 | 4 | 5 |
| Overall Knowledge of Area | 1 | 2 | 3 | 4 | 5 |

Work Habits:

| | | | | | |
|---------------------|---|---|---|---|---|
| Punctuality | 1 | 2 | 3 | 4 | 5 |
| Dependability | 1 | 2 | 3 | 4 | 5 |
| Personal Appearance | 1 | 2 | 3 | 4 | 5 |
| Initiative | 1 | 2 | 3 | 4 | 5 |
| Self-Confidence | 1 | 2 | 3 | 4 | 5 |

Comments: _____

Task Performance

| | | | | | |
|---|---|---|---|---|---|
| Completes Assigned Tasks Accurately | 1 | 2 | 3 | 4 | 5 |
| Pays Attention to Detail | 1 | 2 | 3 | 4 | 5 |
| Utilizes Time/Energy Management | 1 | 2 | 3 | 4 | 5 |
| Meets Deadlines | 1 | 2 | 3 | 4 | 5 |
| Understands and Follows Directions | 1 | 2 | 3 | 4 | 5 |
| Asks Pertinent Questions | 1 | 2 | 3 | 4 | 5 |
| Demonstrates Skill Specific to Internship | 1 | 2 | 3 | 4 | 5 |
| Displays Leadership Skills | 1 | 2 | 3 | 4 | 5 |
| Performs Quality Work | 1 | 2 | 3 | 4 | 5 |

Comments: _____

Attitude

| | | | | | |
|--|---|---|---|---|---|
| Is Cooperative | 1 | 2 | 3 | 4 | 5 |
| Is Responsible | 1 | 2 | 3 | 4 | 5 |
| Is Thorough | 1 | 2 | 3 | 4 | 5 |
| Desires to Learn from/ Contribute to Organization | 1 | 2 | 3 | 4 | 5 |
| Is Flexible | 1 | 2 | 3 | 4 | 5 |
| Is Adaptable | 1 | 2 | 3 | 4 | 5 |
| Accepts and Makes Use of Constructive Criticism | 1 | 2 | 3 | 4 | 5 |
| Demonstrates Interest in Profession | 1 | 2 | 3 | 4 | 5 |

Comments: _____

Please give a brief description of the student's overall performance (attach an additional page if necessary): _____

Supervisor's Signature _____ Date _____

Student's Signature _____ Date _____

Student: Please return to Internship Coordinator once completed.