INTERN'S MID-TERM SELF-EVALUATION

______________________________    ________________________________
Intern                                      Date of Evaluation

______________________________    ________________________________
Sponsoring Agency                    Sponsoring Supervisor

The purpose of self-evaluation is to encourage you to think about yourself, and your work performance in a constructively critical and accepting frame of mind. It is suggested that you attempt to look at yourself from your supervisor’s, as well as the agency’s, point of view (if possible), and make frank, honest comments. You must discuss this evaluation with your internship sponsor/supervisor and have them sign it.

A. ACCOMPLISHMENTS and/or IMPROVEMENTS:
   What progress have you made toward meeting your learning objectives?
   _________________________________________________________________
   _________________________________________________________________
   _________________________________________________________________

B. What are your greatest strengths in relation to the organization?
   _________________________________________________________________
   _________________________________________________________________
   _________________________________________________________________
   _________________________________________________________________

C. WORK QUALITY: Evaluate the reliability, accuracy, and neatness of work produced.
   Very Good _____  Satisfactory _____  Improvement Needed _____
   _________________________________________________________________
   _________________________________________________________________
   _________________________________________________________________


D. **INITIATIVE:** Evaluate the combination of job interest, dedication, and willingness to extend yourself to complete assigned tasks.

Very Good _____ Satisfactory _____ Improvement Needed _____

E. **DEPENDABILITY:** Evaluate the degree to which you can be relied upon to persevere and carry to completion assigned tasks. Also evaluate your attendance and punctuality.

Very Good _____ Satisfactory _____ Improvement Needed _____

F. **JUDGMENT:** Evaluate your ability to make well-reasoned, sound decisions which affect your work performance.

Very Good _____ Satisfactory _____ Improvement Needed _____

G. **TEAMWORK:** Evaluate your working relationship established with fellow employees in the working environment.

Very Good _____ Satisfactory _____ Improvement Needed _____
H. PERFORMANCE SUMMARY:


I. DEVELOPMENT: What specific action can you suggest to help improve your performance? How can your supervisor help?


J. How does your evaluation compare with that of your supervisor?


Signature of Intern

Date
Signature of Sponsor       Date