**NORTHERN MICHIGAN UNIVERSITY**

**Internship/Work Experience Student Evaluation**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Major: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Work Experience Dates - From \_\_\_\_\_\_\_\_\_\_\_ To \_\_\_\_\_\_\_\_\_\_\_\_ Credits: \_\_\_\_\_ Hours per week: \_\_\_\_\_

Organization Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Work Experience Location \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

On-site Supervisor Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What resources did you use to find your internship? (Check all that apply)

⃞ College or Department website ⃞ Faculty

⃞ Career Services Staff and/or website ⃞ Family/Friend

⃞ Previous Employer ⃞ General Internet Sites

⃞ Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Strongly Agree | Agree | Neutral | Disagree | Strongly Disagree | Not  applicable |
| **ACADEMIC** |  |  |  |  |  |  |
| **Preparedness to assume duties**  I understood terms and concepts in relation to my internship and major and were able to apply them. I felt well-prepared to perform the tasks of an entry-level position in this field. | **🞆** | **🞆** | **🞆** | **🞆** | **🞆** | **🞆** |
| **Level of Demands of Assigned Duties**  I was provided levels of responsibility consistent with my ability and was given additional responsibility as my experience increased. | **🞆** | **🞆** | **🞆** | **🞆** | **🞆** | **🞆** |
| **Consistent with Learning Objectives**  The objectives of the internship were clear and my tasks related to the outlined responsibilities. | **🞆** | **🞆** | **🞆** | **🞆** | **🞆** | **🞆** |
| **Relevance of this experience to Career Goals**  This experience gave me a realistic preview of my field of interest. | **🞆** | **🞆** | **🞆** | **🞆** | **🞆** | **🞆** |
| **Overall Rating of my *Academic* Work Experience**  My internship was an excellent learning experience. | **🞆** | **🞆** | **🞆** | **🞆** | **🞆** | **🞆** |
| **WORK SITE** |  |  |  |  |  |  |
| **Direction and Assistance from Supervisor**  I had regular meetings with my supervisor and received constructive, on-going feedback. | **🞆** | **🞆** | **🞆** | **🞆** | **🞆** | **🞆** |
| My supervisor was available and accessible when I had questions/concerns. | **🞆** | **🞆** | **🞆** | **🞆** | **🞆** | **🞆** |
| **Preparedness to assume duties**  I was given adequate training. | **🞆** | **🞆** | **🞆** | **🞆** | **🞆** | **🞆** |
| The work I performed was challenging and stimulating. | **🞆** | **🞆** | **🞆** | **🞆** | **🞆** | **🞆** |
| **Acceptance of Function member of the Staff by Coworkers**  I was treated on the same level as other employees and had a good working relationship with my coworkers. | **🞆** | **🞆** | **🞆** | **🞆** | **🞆** | **🞆** |
| **Addressed Risk and Safety Issues**  Safety and risk issues were reviewed and addressed when needed. | **🞆** | **🞆** | **🞆** | **🞆** | **🞆** | **🞆** |
| **Ability to Work in Field**  I feel that I am better prepared to enter the world of work after this experience. I have a better understanding of concepts, theories, and skills in my course of study. | **🞆** | **🞆** | **🞆** | **🞆** | **🞆** | **🞆** |
| **Internship Recommendation**  Would you recommend this internship to other students? | **🞆** | **🞆** | **🞆** | **🞆** | **🞆** | **🞆** |
| **Overall Rating of *Work Site***  This *work site* provided an effective, exceptional internship experience. | **🞆** | **🞆** | **🞆** | **🞆** | **🞆** | **🞆** |
| **Overall Internship Experience**  Overall, my internship was valuable and a positive experience. | **🞆** | **🞆** | **🞆** | **🞆** | **🞆** | **🞆** |

**Please provide suggestions you may have for future interns who select this site (attach additional sheet, if needed)**:

**General Comments and Recommendations regarding internships (attach additional sheet, if needed)**:

**Were you offered a full-time, part-time or permanent position with the organization providing the internship?**

⃞ Yes ⃞ No

**What was your reason for completing an internship? (Check all that apply)**

⃞ Practical experience ⃞ Assistance in selection of career direction

⃞ Skills enhancement ⃞ Increased self-awareness/confidence

⃞ Professional contact/networking ⃞ Potential future employment with internship site

⃞ For college credit/fulfillment ⃞ Other\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please return this student evaluation within one week of the conclusion of your internship to: