**HI 642: Internship in Public History: Final Evaluation**

Please have your supervisor complete the following form and return it to the Director of Public History via email or postal mail. *Please do not give to intern for delivery.*

**Name of Intern \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name of Supervisor\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Please answer the following questions. You may attach additional pages.

1. Are you satisfied with the intern’s performance? Please assess the intern’s ability to take direction, attendance and punctuality, reliability, relationship with co-workers, and relationship to supervisor.

2. Does the student display aptitude and initiative for the work completed during the internship?

3. Have you identified a lack of specific skills or knowledge that, in your opinion, a student at the internship level should have? If so, please elaborate.

4. How does the intern handle work-related stress and task complexity?

5. Did you increase the intern’s responsibilities? Why or why not?

6. Please offer any additional comments you would like.

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Signature of Supervisor Date

This form is confidential. Do you give permission for the student to view these comments?