

MA IN MEDIA STUDIES INTERNSHIP EVALUATION

Please complete the following evaluation and return it, in a sealed, signed envelope, to the intern at least one week prior to the end of the semester.

Part 1 Supervisor's Evaluation of Intern

Student Name: _____

Please evaluate the intern on the following qualities.

	5: exceptional	4: very good	3: average	2: fair	1: poor
Cooperation	5	4	3	2	1
Dependability	5	4	3	2	1
Communication skills	5	4	3	2	1
Initiative	5	4	3	2	1
Attendance	5	4	3	2	1
Promptness	5	4	3	2	1
Receptivity to Criticism	5	4	3	2	1
Quality of actual work	5	4	3	2	1
Contribution to your organization	5	4	3	2	1
Potential for success within the field	5	4	3	2	1
Overall evaluation	5	4	3	2	1

Signature/ Title

Date

THE NEW SCHOOL

School of Media Studies
MA in Media Studies

<http://www.newschool.edu/media-studies/internships/>

Part 2
Supervisor's Evaluation of Intern

Name of Intern: _____

Name and Title of Supervisor: _____

(Attach a business card, or submit evaluation on company or organization letterhead.)

Please evaluate the intern's performance based on any additional criteria that you and he or she may have identified. In addition, please address the intern's suitability for future professional work in your field.

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