

Final Student Review

To be completed by the Internship Supervisor, discussed with the Student Intern, and returned to the MSU Religious Studies Department



Religious Studies Department
Missouri State University
www.missouristate.edu/relst

Name of Student Intern

Date

Name of Internship

Placement Site of Internship

Immediate Supervisor

The student's immediate internship supervisor is asked to provide a candid review of the student's performance at the end of the internship. Honest, constructive feedback is solicited. The information will be used by the student's REL internship advisor in the career and academic guidance of the student and to assist in ensuring the entire internship experience is productive for both the student and the internship placement site. The REL Internship Advisor will discuss the review with the student. *We encourage you to discuss this review with the student.*

Performance Levels

S = Superior

P = Proficient

N = Needs Improvement

U = Unsatisfactory

N/A = Not Applicable

Overall Review of Performance _____

Reviewer's Signature _____

Title: _____ Date: _____

Performance Review *Please use above listed performance levels; you may provide supporting evidence for any/all of these.*

Achievement of Work Assignments

Rating

Quality of work		
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Quantity of work		
Ability to learn on the job		
Adequate academic background for position		

Work-Related Activities

Rating

Interest in work		
Initiative		
Judgment		
Adaptability		
Overall attendance		

Organization

Rating

Time management		
Planning		

Relations with Others

Rating

Ability to get along with co-workers		
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Acceptance of constructive criticism, suggestion		
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Communication Skills

Rating

Oral communication		
Written communication		

Accomplishments – optional

Describe any noteworthy projects of accomplishments the student has completed during the internship	
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Student Comments – optional

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Student Signature _____

Date _____