



PACIFIC LUTHERAN UNIVERSITY

INTERNSHIP FINAL EVALUATION

Name of Organization: _____ Evaluator's Name: _____

Student Name: _____ Internship Term: _____

Your evaluation of the intern provides important feedback necessary for student development and faculty assessment. To assess the student, we ask you to reflect on the eight core competencies for career readiness outlined by the National Association of Colleges and Employers (NACE).¹

3 = Exceeds Expectations 2 = Meets Expectations 1 = Needs Improvement

| | | | | |
|--|----------|----------|----------|------------|
| Critical Thinking | 3 | 2 | 1 | N/A |
| Make decisions and solve problems using sound, inclusive reasoning and judgment | | | | |
| Gather and analyze information from a diverse set of sources and individuals to fully understand a problem | | | | |

| | | | | |
|--|----------|----------|----------|------------|
| Communication | 3 | 2 | 1 | N/A |
| Ask appropriate questions for specific information from supervisors and others | | | | |
| Communicate in a clear and organized manner that others can effectively understand | | | | |

| | | | | |
|---|----------|----------|----------|------------|
| Teamwork | 3 | 2 | 1 | N/A |
| Effectively manage conflict and interact with and respect diverse personalities | | | | |
| Listen carefully to others, taking time to understand and ask appropriate questions | | | | |

| | | | | |
|---|----------|----------|----------|------------|
| Technology | 3 | 2 | 1 | N/A |
| Navigates change and is open to learning new technologies | | | | |
| Use technology to improve efficiency and productivity of their work | | | | |

| | | | | |
|--|----------|----------|----------|------------|
| Leadership | 3 | 2 | 1 | N/A |
| Seek out and leverage diverse resources and feedback from others to inform direction | | | | |
| Motivate and inspire others by encouraging them and by building mutual trust | | | | |

| | | | | |
|--|----------|----------|----------|------------|
| Professionalism | 3 | 2 | 1 | N/A |
| Demonstrate integrity and ethical behavior | | | | |
| Be present and prepared and demonstrate dependability (i.e. report to work consistently) | | | | |

| | | | | |
|--|----------|----------|----------|------------|
| Career & Self-Development | 3 | 2 | 1 | N/A |
| Show an awareness of own strengths and areas for development | | | | |
| Identify areas for continual growth while pursuing and applying feedback | | | | |

| | | | | |
|--|----------|----------|----------|------------|
| Equity & Inclusion | 3 | 2 | 1 | N/A |
| Solicit and utilize feedback from multiple cultural perspectives to make equity-minded decisions | | | | |
| Actively contribute to inclusive and equitable practices that influence change | | | | |

¹ <https://www.naceweb.org/uploadedfiles/files/2022/resources/2022-nace-career-readiness-development-and-validation.pdf>

Written Feedback:

Please comment on the intern's overall performance. Are there any opportunities for specific learning that will enhance the intern's performance? Are there any opportunities to recognize the intern for commendable performance?

Based on your experience with this intern, would you supervise other Pacific Lutheran University students in the future?

Additional Comments:

Signature: _____ **Date:** _____

Contact information: _____ **(Phone)** _____ **(Email)**