



PACIFIC LUTHERAN UNIVERSITY

INTERNSHIP MID-TERM 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 & interact with and respect diverse personalities				
Listen carefully to others, taking time to understand and ask appropriate questions				

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				

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				

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 thus far. What changes could be made to increase the intern's performance for the rest of the term? What skills has the student been strongest in?

Is there anything we can at Pacific Lutheran University can do to support you and the intern moving forward?

Additional Comments:

Signature: _____ **Date:** _____

Contact information: _____ (Phone) _____ (Email)