

FORM E

**CALIFORNIA STATE UNIVERSITY, FRESNO
DEPARTMENT OF CRIMINOLOGY**

STUDENT INTERN FINAL EVALUATION FORM

To be completed by the supervisor BEFORE _____.

By law, students have access to their records, and it must be assumed that this evaluation will be seen by the student. It would be preferable if you reviewed this rating sheet with the student at the time of evaluation.

Student's Name

Agency

1. Please describe briefly the kind of work the student performs and the approximate hours worked per week.
2. Please rate the intern on a scale of 0 – 9 for each area listed below. If no observation has been made regarding an item, please rate as “0.” Please provide an accurate rating of the intern’s actual performance.

0	1	2	3	4	5	6	7	8	9
No basis for judgement	Very unsatisfactory	Unsatisfactory	Average	Above Average	Outstanding				

A. Professional Qualities

- _____ a. Is an enthusiastic worker
- _____ b. Appreciates constructive criticism
- _____ c. Is prompt
- _____ d. Carries work through to completion
- _____ e. Knows when to ask for help
- _____ f. Is a flexible, adaptable worker
- _____ g. Follows department policies
- _____ h. Appearance
- _____ i. Relates well to others
- _____ j. Commands respect and confidence
- _____ k. Analyzes problems

B. Academic Qualities: Rate the item on the *level of knowledge* the intern has demonstrated while working at the agency. Each area below has previously been studied by the intern in classes at the University.

- _____ a. General knowledge of the roles of the police, courts, and corrections.
- _____ b. Specific knowledge of the roles of the police, courts, attorneys, District Attorney, probation/parole, jails/prison, victim services.
- _____ c. Understands organizational structure.
- _____ d. Ability to understand and apply the law and case precedents
- _____ e. Ability to understand and apply good interpersonal skills when dealing with a wide range of people and personalities.
- _____ f. Ability to listen attentively and follow directions.
- _____ g. Ability to speak clearly and knowledgeably.
- _____ h. Ability to write clearly and use concise grammar.

B. Academic Qualities (Continued):

- ___ i. Ability to apply ethical/professional behavior on the job.
- ___ j. Ability to perform research on any task assigned.
- ___ k. Understands and applies constitutional rights.
- ___ l. Ability to solve job-related problems.
- ___ m. Preparedness to begin work upon arrival at the agency site.
- ___ n. Student's overall ability to apply needed knowledge to the job and tasks assigned.

4. Please comment on any aspect of the student intern's experience that may help him/her grow.

5. If possible, would you like the student to return for another semester? (If no, please explain).

6. Judging by the student's performance, please check:

___ I would make every effort to see that this person gets the next job vacancy for which he/she qualifies, assuming his/her interest.

___ I would recommend this person to work in the human service area, but not in this agency.

___ This student may be a productive human service worker, but needs further training/and or maturation.

Signature Phone

Agency Date

Address Semester of Internship

If you have any questions, please call the Faculty Internship Supervisor at 278-8880_____