



Midterm Supervisor Appraisal

The University of Texas at Dallas
800 West Campbell Rd., GR 26, Richardson, TX 75080-3021
Internship Program

Student: _____

Date: _____

Site Supervisor: _____

Job Title: _____

Phone: _____

Projects Completed:

Current or Pending Work:

Performance Appraisal

	Excellent	Good	Satisfactory	Needs Improvement	Poor
Use of working times					
Quality of work					
Initiative – Assumes responsibility					
Ability to learn					
Communication skills					
Accepts feedback and learns from it					
Adaptable to changing situations					
Performance is stressful situations					
Meets deadlines					
Demonstrates ability to meet and deal with clients and customers					
Reliable and prompt					
Maintains appropriate appearance					

Suggested Improvements:

Supervisor's Comments:

Supervisor Signature

Intern Review:

If the intern wishes to do so, any comments concerning the evaluation (agreement) may be indicated in the space below:

I have reviewed this document and discussed the contents with my supervisor. My signature means that I have been advised of my performance status and does not necessarily imply that I agree with this evaluation.

Intern Signature and Date