

**Appendix C**  
**Supervisor's Evaluation of Student**  
**Performance During Internship Program**  
**Agricultural Economics Industry Internship Program**  
 Department of Agricultural Economics  
 College of Agriculture and Life Sciences  
 Texas A&M University  
 214 AGLS Building, Mailstop 2124  
 College Station, TX 77843-2124  
 FAX: 979-458-1755

Student's Name \_\_\_\_\_ Date \_\_\_\_\_

Job Title of Internship Position \_\_\_\_\_ Company \_\_\_\_\_

Supervisor Performing the Evaluation \_\_\_\_\_  
 Name (please print)

Title

Telephone Number

We appreciate your cooperation in evaluating this student in terms of his or her performance on internship placement in your agency or firm. Your response will help the Faculty Internship Director in assigning a letter grade and in identifying areas requiring attention in the student's continuing professional development. Thank you for your cooperation.

Criteria:	Rating (Check One)			
<b>A. Personal Characteristics</b>	<b>Excellent</b>	<b>Good</b>	<b>Fair</b>	<b>Unacceptable</b>
1. Cooperates with management				
2. Cooperates with other workers				
3. Willingness to work				
4. Dependable				
5. Honest				
6. Ethical Behavior				
7. Shows initiative				
8. Appearance				
9. Personality				
10. Motivation				
11. Accepts supervision				
12. Accepts constructive criticism				
<b>Supervisor's Rating Continued</b>	<b>Excellent</b>	<b>Good</b>	<b>Fair</b>	<b>Unacceptable</b>
<b>A. Personal Characteristics, continued</b>				

13. Punctuality and attendance				
14. Professional attitude				
<b>B. Skills</b>				
1. Shows leadership ability				
2. Communication - speaking				
3. Communication - writing				
4. Learns new operations easily				
5. Adaptable to a variety of jobs				
<b>C. Potential for career in this professional industry</b>				

Please circle the letter grade that you believe the student should receive for his or her performance during the internship

A      B      C      D      F

where:      “A”      signifies an overall superior performance. The student performed at or above your expectations in all internship requirements.  
                  “B”      indicates very high quality. Accomplished at least 85% of the required duties satisfactory.  
                  “C”      represents adequate performance. Achieved 75% of assigned objectives.  
                  “D”      certifies poor completion of assigned duties. Finished 60% of assigned objectives.  
                  “F”      demonstrates unsatisfactory performance. Fulfilled less than 60% of assigned objectives.

1. Was the student adequately prepared to work in your program at the beginning and throughout the internship period?

Yes      No      Somewhat

List the areas of adequate preparation and the areas where additional preparation would have improved the student’s capability of work in your agency or firm.

Adequately Prepared		Additional Preparation Needed	
a		a	
b		b	
c		c	
d		d	
e		e	

2. How did the student demonstrate his or her acceptance of responsibility for program planning and implementation?

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3. Did you receive your money's worth from this student? (i.e., Was his/her contribution to your firm worth at least as much as you paid him/her?)

Yes      No      Maybe

Comments \_\_\_\_\_

4. What recommendations do you have for this student to include in his/her remaining academic program to more adequately prepare the student for future professional roles?

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5. Would you be willing to have a similar person for another internship at your agency or firm?

Yes      No

If yes, we will add your name and address to our list of approved internship sites.  
If no, would you please indicate the reason why your agency or firm can no longer participate in our Internship Program? This information will assist us in future planning.

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6. Additional comments.

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7. If you have any questions regarding this evaluation form, please contact the student's Faculty Internship Director by calling Dr. Kerry K. Litzenberg at 979-845-7624. Thank You

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Supervising Agency or Firm

\_\_\_\_\_  
Date

**When completed, return this form to:**  
Texas A&M University  
Department of Agricultural Economics  
Mailstop 2124 TAMU  
College Station, TX 77843-2124  
or FAX to: 979-458-1755

Questions?  
e-mail [agecou@tamu.edu](mailto:agecou@tamu.edu)  
or call (979) 845-4911