

**EMPLOYER INTERNSHIP EVALUATION**

Contact Individual: \_\_\_\_\_

Firm Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Name of Intern: \_\_\_\_\_

Time period of internship: \_\_\_\_\_

Total hours worked: \_\_\_\_\_

How were you connected to this intern: \_\_\_\_\_

\_\_\_\_\_

**Application Process:**

Was the application you received sufficient or do you have suggestions on additional information you would like to have known before the interview? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

What were your primary objectives in seeking an intern? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

What were the major responsibilities given to the intern? \_\_\_\_\_

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\_\_\_\_\_

Did the intern meet your expectations in fulfilling your goals? \_\_\_\_\_

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How could this internship have been more effective? \_\_\_\_\_

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Did you do a verbal or written evaluation with the intern? \_\_\_\_\_

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Would you consider using interns again? \_\_\_\_\_

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Did you feel the intern compensation was a fair to both parties? \_\_\_\_\_

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***Keep on file at your firm for development of future internships***