

**The University of Iowa College of Engineering
Cooperative Education and Internship Program**

Supervisor Evaluation (10 Points)

Student Instructions: Forward the evaluation to your Supervisor two weeks before your last day of work. Your Supervisor should complete the form, provide feedback to you, and you both should sign it. You then need to upload the completed evaluation to the ICON dropbox before your last day of work.

Supervisor Instructions: Please evaluate the student in each of the following areas. Factors to consider include duties and goals, corporate co-op/intern benchmarks, assignments/expectations, and achievements. Include comments, comparisons and examples. Please provide the student with feedback on their performance and sign the evaluation.

Student Name _____ ID # _____ Major/Class _____

Employer Name _____ Employer Location _____ Date _____

Ratings: **1** - unsatisfactory **2** - improvement needed **3** - satisfactory
4 - above average **5** - excellent **N/A** - not applicable

EVALUATION	RATING	COMMENTS AND EXAMPLES
Quality of work		
Quantity of work		
Oral expression		
Written expression		
Problem-solving skills		
Academic Prep: Science		
Academic Prep: Math		
Academic Prep: Engineering Principles		
Ability to use resources		
Completion of assignments		
Acceptance of responsibility		

Acceptance of criticism		
Ability to take direction		
Relationships with others		
Work attitudes (initiative, enthusiasm)		
Appropriate appearance		
Potential for permanent hire		
OVERALL RATING		

Describe work performed:

Special abilities student demonstrated for this field of employment:

Areas needing improvement for this field of work:

Will student be returning? ___ Yes ___ No **Comments:**

SIGNATURES

Supervisor: _____

Date: _____

Title: _____

Student: _____