

Journalism Internship Evaluation Form

Due before or by the last regular class day of the semester in which the internship takes place.

NorthWest Arkansas Community College
Journalism—Division of Communications & Art
One College Drive
Bentonville AR 72712

Name of student intern _____ Due date of evaluation _____

Evaluator _____

Evaluator position _____

Employer/Host _____

Address _____

City/State/Zip _____

Phone and email _____

On a scale of 1-5, please evaluate your intern on the characteristics below, where 1 is poor and 5 is superior. If you don't know about a certain characteristic, please enter X.

_____ Prompt	_____ Works independently
_____ Resourceful	_____ Completes work by deadline
_____ Responsible	_____ Contributes to the organization
_____ Displays interest in the job/task/work	_____ Understands procedures/protocol
_____ Applies learning	_____ Accepts criticism
_____ Works well with others	_____ Asks instead of assumes

In your opinion, would this student succeed in this professional area or career?

What do you consider the intern's most significant strength? His or her best work during internship?

How could the intern improve his/her performance?

If your organization had an opening for a person with the background, qualities, and characteristics of this intern, would you hire him or her? Briefly, why or why not?

What grade do you think this intern should receive? A B C D F

Would you be interested in working with other interns from NWACC? _____

Evaluator's Signature

Date

Thank you for participating in the Journalism Internship program at NWACC. Please submit this completed form by the indicated date to Denise Nemec (not to the student), at the mailing address above; by fax at 479/619-2285 (Communications & Art Div.); by scanned document attached to an email to dnemec@nwacc.edu; or by hand to Denise Nemec's office is in Burns Hall, room 1120. Contact dnemec@nwacc.edu; 479-619-4301 (work); 479-445-9614 (cell/text) with questions or concerns.