



**Higher Education and Student Affairs Leadership**  
**Field Experience or Internship Evaluation**

Select Course:

- \_\_\_\_\_ HESA 670: Internship in Student Affairs  
 \_\_\_\_\_ HESA 675: Field Experience in Student Affairs

Student: \_\_\_\_\_

Site Supervisor: \_\_\_\_\_

Date of Evaluation: \_\_\_\_\_

**Use the scale to rate the student in the following areas and provide additional comments:**

- |                            |                          |                         |                        |     |
|----------------------------|--------------------------|-------------------------|------------------------|-----|
| 1                          | 2                        | 3                       | 4                      | N/A |
| Needs work in<br>this area | Developing<br>this skill | Managing<br>effectively | Excels in this<br>area |     |

**Skill Area**

**Rating**

1. Communication (written and oral) Comments:	
2. Assessing situations and acting accordingly Comments:	
3. Working independently and in groups Comments:	
4. Counseling/advising skills (if applicable) Comments:	
5. Relating to multiple constituencies Comments:	
6. Awareness of diverse populations Comments:	
7. Adherence to Professional Ethics Codes Comments:	
8. Receiving constructive and critical feedback Comments:	
9. Project completion and follow-up Comments:	



**Please comment on the following:**

Areas of greatest strength or competency:
Areas of improvement:
How well were learning objectives met (as stated on the Learning Proposal)?
Would you recommend this student for employment within your organization? Why or why not?
Other comments:

Suggested grade:      Pass                  Fail                  Incomplete

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Please return this completed evaluation to either the student or the Faculty Supervisor along with the student's Final Report.**