

**FINAL EVALUATION OF STUDENT INTERN BY EMPLOYER
SCHOOL OF PLANT, ENVIRONMENTAL & SOIL SCIENCES
LSU, BATON ROUGE, LA 70803**

Fax 225-578-1068 or dlabonte@agctr.lsu.edu

Name of Intern _____

Name of Employer _____

Name of Business _____

Address _____

Date _____

Signature _____

Instructions to Employer: Please check the appropriate box under each category for this trainee. Additional comments are invited whenever appropriate. The form should be completed by the individual who has closest supervision of work assignments. Please return as quickly as possible to School of Plant Environmental & Soil Sciences, LSU, Baton Rouge, LA 70803. This form will be used by the student's advisor to help determine the student's final grade.

I. Work Performance

____ Superior work performance

____ Average work output

____ Exceeds average work production

____ Low work output

Comments: _____

II. Ability to get along with people

____ Exceptionally well accepted
by customers/clients, supervisors
and peers.

____ Has some difficulty
working with others

____ Is poised, courteous, and
tactful in working with people

____ Frequently rude and
unfriendly

Comments: _____

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III. Initiative

☐ Seeks out work to be done

☐ Seldom works beyond
assigned duties

☐ Occasionally seeks out
more work

☐ Attempts to avoid work

Comments: _____

IV. Appearance

☐ An asset to business

☐ Needs improvement

☐ Usually neat

☐ Detrimental to business

V. Punctuality

☐ Always on time

☐ Occasionally late

☐ Usually on time

☐ Frequently late

Comments: _____

VI. Attendance

☐ Never misses work

☐ Occasionally absent

☐ Seldom absent

☐ Frequently absent

Comments: _____

VII. Dependability

☐ Follows directions well

☐ Sometimes careless to
following instructions

☐ Usually follows directions

☐ Unreliable in following
directions

Comments: _____

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VIII. Interest in Work

☐ Enthusiastic about work

☐ Interested in certain
phases

☐ interested most of the time

☐ Lacks interest in work

Comments: _____

IX. Judgment

☐ Makes sound decisions
on the job

☐ Lacks good judgment
occasionally

☐ Usually shows sound
judgment

☐ Lacks good judgment
frequently

Comments: _____

X. Cooperation

☐ Works usually well with
others

☐ Occasionally
uncooperative

☐ Cooperates well

☐ Frequently
uncooperative

Comments: _____

XI. Technical knowledge and skill level possessed by student

☐ Competent in most jobs
assigned

☐ Capable of performing
a minimum number of
tasks

☐ Possesses average competence

☐ Lacks competence in
almost all areas

Comments: _____

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XII. Student Rating

_____ Excellent

_____ Below Average

_____ Above average

_____ Very Poor

_____ Average

The student and the employer or supervisor have met and discussed the evaluation of this report.

Date

Student

Employer

A copy of this report will be included in the student placement file unless the student advises to the contrary.