

**Department Of Economics and Finance
Zicklin School Of Business, Baruch College**

**Employer’s Confidential Evaluation of the Student’s Performance
*To Be Completed By the Employer***

Student: _____

Job Title: _____ Department: _____

Supervisor: _____

Employer: _____

Date: _____ Semester: _____

Please provide us with information regarding this student’s performance. The appraisal will assist us in facilitating the student’s career development and will be considered in the final evaluation of the student’s performance in the internship course. Please include any comments that you believe will assist in evaluating the student’s professional development. We strongly encourage you to meet with the student to discuss his or her overall performance. However, this evaluation will *not* be shown to the student.

This evaluation is required for the student to receive academic credit for his or her internship.

5=Outstanding	4=Above Average	3=Competent	2=Below Average	1=Unsatisfactory
---------------	-----------------	-------------	-----------------	------------------

1. Work Attitude 5 4 3 2 1

Comments: _____

2. Professional Responsibility 5 4 3 2 1

Comments: _____

5=Outstanding 4=Above Average 3=Competent 2=Below Average 1=Unsatisfactory

3. Interpersonal Relations 5 4 3 2 1

Comments: _____

4. Quality of Work 5 4 3 2 1

Comments: _____

5. Initiative 5 4 3 2 1

Comments: _____

6. Planning and Organizational Skills 5 4 3 2 1

Comments: _____

7. Learning Ability and Growth 5 4 3 2 1

Comments: _____

8. Written Ability 5 4 3 2 1

Comments: _____

5=Outstanding 4=Above Average 3=Competent 2=Below Average 1=Unsatisfactory

9. Verbal Ability 5 4 3 2 1

Comments:

10. Overall Evaluation 5 4 3 2 1

Comments:

Supervisor's Signature: _____ Date: _____

***Please return this completed form to the student's faculty supervisor, as indicated below.
Thank you very much!***

Professor Vora/Professor Webb
 Faculty Internship Coordinators
 Department of Economics and Finance
 Baruch College
 1 Bernard Baruch Way
 New York City, NY 10010