Your assessment of the intern is essential in evaluating the performance of the Brandeis student as well as giving the university a better understanding of what the student has accomplished. Please take a few moments to complete this electronic form and email it back to Professor Detlev Suderow at [suderow@brandeis.edu](mailto:suderow@brandeis.edu) by the end of the internship.

**Name of Intern:**

**Organization Name:**

**Supervisor Information (Please include name, address, telephone & email):**

**Please describe the work the intern performed:**

**In addition to indicating the skill levels below, please comment on the intern’s work performance:**

**Quality of work:**

Excellent

Good

Average

Fair

Poor

**Attitude:**

Outstanding enthusiasm & initiative

Interested & industrious

Average diligence & interest

Indifferent

Definitely not interested

**Written/Verbal Communication:**

Outstanding

Good

Average

Marginal

Unsatisfactory

**Judgment:**

Above average in making decisions

Usually makes the right decisions

Sometimes exercises poor judgment

Consistently uses poor judgment

**Ability to Learn:**

Learns very quickly

Learns readily

Average in learning

Slow to learn

**Relations with Others:**

Exceptionally well accepted

Works well with others

Gets along satisfactorily

Has difficulty working with others

Works poorly with others

**Dependability:**

Above average in dependability

Usually dependable

Sometimes neglectful or careless

Unreliable

**Overall performance:**

Outstanding

Good

Average

Marginal

Unsatisfactory

**Please add any further comments or observations that might be helpful:**

**This report has been discussed with the student.**

**yes** **no**

**If not, may we share this report with the student?**

**yes** **no**

**Thank you.**

**Detlev Suderow**

**Senior Lecturer**

**Brandeis University**

**International Business School**

**Waltham, Massachusetts**

**Office: 781-862-1913**

[Visit the Brandeis University faculty website](http://www.brandeis.edu/faculty)