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 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)