TOWSON UNIVERSITY
HRD GRADUATE STUDENT INTERNSHIP
ON-SITE SUPERVISOR EVALUATION

Student ____________________________     Date____________________

Please complete the following information and return it to Dr. Abby Mello, HRD Graduate Program Director. Along with other materials, this information will be used in deciding the grade the student receives for this course. Unless you require otherwise, this information will be shared with the student. Thank you for your assistance with the assessment and for providing a valuable learning experience for this student!

[ ] Do NOT share this information with the student.

1. Please evaluate the following in regard to the student:

<table>
<thead>
<tr>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Punctuality/attendance</td>
</tr>
<tr>
<td>Conscientiousness in performing work assignments</td>
</tr>
<tr>
<td>Work habits in general</td>
</tr>
<tr>
<td>Communicating or relating to others</td>
</tr>
</tbody>
</table>

2. Please identify the main projects/tasks/duties on which the student worked and then rate your assessment of the student’s performance on each:

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Poor</th>
<th>Below Average</th>
<th>Acceptable</th>
<th>Good</th>
<th>Excellent</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. _______________</td>
<td>[ ]</td>
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<tr>
<td>b. _______________</td>
<td>[ ]</td>
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<tr>
<td>c. _______________</td>
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<tr>
<td>d. _______________</td>
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<tr>
<td>e. _______________</td>
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</tr>
</tbody>
</table>
3. Please comment on the student’s:
   a. Strengths or things done well

   __________________________________________________________
   __________________________________________________________
   __________________________________________________________
   __________________________________________________________

   b. Areas in which there could be improvement

   __________________________________________________________
   __________________________________________________________
   __________________________________________________________
   __________________________________________________________

4. Would you be willing and able to serve as an employment reference for this student?
   [ ] Yes     [ ] No

5. Do you have any comments or recommendations for the Towson University HRD Graduate Program
   Internship?

   __________________________________________________________
   __________________________________________________________
   __________________________________________________________
   __________________________________________________________

6. Would you be willing to host another intern?     [ ] Yes     [ ] No

   On behalf of the HRD program at Towson University, we thank you for providing this student learning
   opportunity and completing this evaluation.

   Best wishes,

   Dr. Abby Mello
   Director, HRD Graduate Program
   Towson University Psychology Department
   8000 York Road
   Towson, MD 21252
   amello@towson.edu
   410-704-3364