



NATURAL RESOURCES DEVELOPMENT COLLEGE

www.nrdc.biz

INTERNSHIP SUPERVISOR'S REPORT

PART A: STUDENT'S PARTICULARS

Name of Student:.....

Course of Study:.....

Duration: From..... to.....

PART B: KEY TASKS UNDERTAKEN DURING THE INTERNSHIP

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PART C: GENERAL EVALUATION OF THE INTERN

	Very Good	Good	Satisfactory	Poor
1. Generic skills				
Leadership				
Communication				
Initiative				
Problem solving skills				
Cooperation with others				
2. Related to work				
Ability to follow instructions				
Willingness/Interest in work				
Punctuality and attendance				
Reliability				
Work independently				
Hard work				

PART D: SPECIFIC COMMENTS ON THE INTERN

Please provide any specific comments on the student's performance, including strengths or weaknesses which you would like to highlight

PART E: EMPLOYABILITY

	Definitely	Most Likely	Probably	No
Would you employ the student?				

PART F: OVERALL EVALUATION

Overall student's performance: Acceptable ☐

Unacceptable ☐

Name of Supervisor.....

Signature.....

Date.....

Student's Acknowledgement:

I acknowledge that I have discussed the ratings of my internship with my supervisor

Name of Supervisor.....

Signature.....

Date.....