



Management
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CAMARINES NORTE STATE COLLEGE

Republic of the Philippines
F. Pimentel Avenue, Brgy. 2, Daet, Camarines Norte – 4600, Philippines

INSTITUTE OF COMPUTER STUDIES

INTERNSHIP (SIPP) PERFORMANCE EVALUATION FORM

Studnet ID No.:	Academic Period:	Academic Year:	Rating Period[Prelim/Midterm/ Final]:	
Name (LN, FN, MN):		SIPP Hours Required:	SIPP Date Started:	SIPP Date Ended:

HOST TRAINING ESTABLISHMENT / ORGANIZATION / COMPANY / SCHOOL

Company / Organization / School Name:	Address:	
Mentor/ Supervisor:	Designation:	Contact Number:

INSTRUCTION: Please indicate the rating per factor by choosing from the range of grades indicated in the column heading.

PERFORMANCE EVALUATION						
	Very Unsatisfactory	Unsatisfactory	Satisfactory	Very Satisfactory	Superior	Outstanding
FACTORS / CRITERIA	50 - 74	75 - 79	80 - 84	85 - 91	92 - 94	95 - 100
PERFORMANCE (work skills & work habits)						
Performs tasks without much supervision						
Initiative						
Shows flexibility(whenever the need arises) in the process of going through his/her task.						
Manifests thoroughness and precise attention to details						
Ability To Work with Others						
Speed and Tasks Completion						
Time Management and Punctuality						
Work skills/Work Habits Total/Average:						
LEARNING OBJECTIVES (technical skills & knowledge)						
Technical Skills						
Knowledge						
Technical Skills/Knowledge Total/Average:						
ATTITUDE TOWARD (social skills)						



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HTE/Organization/Company						
Mentor/Supervisor						
Staff / Personnel						
Tasks / Work Assigned						
Customers/Clients						
Social Skills Total/Average:						

OVERALL PERFORMANCE GRADE:

1. How well do you think this student is suited for the type of work that he/she performed during the internship?

- ☐ Very well suited
☐ Quite well suited
☐ Moderately suited
☐ Somewhat well suited
☐ Not well suited

2. If you were in the position to do so, would you hire him/her for employment

- ☐ Yes
☐ No
☐ Not sure

Comment(s)/Observation(s): [*this field is required]

RATED BY MENTOR/SUPERVISOR:

(Signature over printed name)

Date

***IMPORTANT:** Kindly entrust to the bearer in a SEALED envelope. Inadmissible if NOT PLACED in a SEALED envelope.