

IOWA STATE UNIVERSITY

INTERNSHIP PLACEMENT PLAN EVALUATION FORM

INSTRUCTIONS

1. Only typed evaluation forms will be accepted
2. Information in the evaluation form should be filled as stated in the form submitted for visa approval (U.S. Department of State Training/Internship Placement Plan)
3. Both the intern and the supervisor need to complete all parts of this form (Part 6 is optional)
4. This form requires digital signature
5. Evaluation criteria:
 - 1 – Met expectations
 - 2 – Did not meet expectations
6. Please send the filled evaluation form to ISSO via email at issoscholar@iastate.edu.

Part 1: INTERN INFORMATION

Intern Name			E-mail address
<i>Family Name</i>	<i>First Name</i>	<i>Middle Name</i>	
Current Field of study or Profession	Internship Dates (mm-dd-yyyy)		Type of Degree or certificate
	From	To	

Part 2: SITE OF ACTIVITY

Name of Supervisor			Title
<i>Family Name</i>	<i>First Name</i>	<i>Middle Name</i>	
Department	Telephone Number	E-mail address	

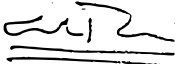
Part 3: EVALUATION

Intern role	Intern Self-Assessment	Supervisor Assessment	
Other (not listed)			
Goals and Objectives for the internship	Intern Self-Assessment	Supervisor Assessment	
Specific Knowledge, Skills or Techniques that the intern will learn	Learning Activities to ensure acquisition of skills	Intern Self-Assessment	Supervisor Assessment
1.			
2.			
3.			
4.			

Part 4: PLANNED STRUCTURED AND GUIDED ACTIVITIES (as specified in intern's DS-7002)		
	Intern Self-Assessment	Supervisor Assessment
Classroom training		
Seminars		
Rotation to different departments		
Attendance at conference		
Other learning experiences as a part of the internship		
Onsite mentoring was done by (name)		
Qualifications of mentoring staff		
Daily supervision was provided by (name)		
Qualifications of supervising staff		

Part 5: AMERICAN CULTURAL ACTIVITIES		
Please list activities that the intern engaged in to experience American culture	Intern Self-Assessment	Supervisor Assessment

Part 6: OTHER COMMENTS (optional)
Please provide any other comments or suggestions that you would like to share about the internship experience

Intern signature: 

Supervisor signature: _____