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**Supervisor Evaluation for University of Tennessee Co-op or Internship Student**

This assessment should be completed by the student's immediate supervisor and discussed with the student prior to his/her returning to school. At The University of Tennessee, these evaluations are used to enhance the student’s educational experience. Thank you for taking the time to complete this evaluation.  
If you have any problems or questions, please contact the office at (865) 974-5323 or at [coop@utk.edu](mailto:coop@utk.edu).

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| --- | --- |
| Employer Name: | Location (City, State): |
| Your name: | Your job title: |
| Your e-mail address: | Your phone number: |

|  |  |
| --- | --- |
| Student's name: | Engineering major: |
| Current Work Semester: | Year: |
| Department the student worked in: | |
| Key student work responsibilities and/or projects: | |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Excellent | Good | Average | Fair | Poor |
| 1. Overall, please rate this student's work term. |  |  |  |  |  |
| 1. Student’s ability to relate to others at your facility. |  |  |  |  |  |
| 1. The student's attitude related to enthusiasm and diligence. |  |  |  |  |  |
| 1. The student's normal attendance and punctuality. |  |  |  |  |  |
| 1. The student's dependability in performing work tasks. |  |  |  |  |  |
| 1. The student's overall quality of work. |  |  |  |  |  |
| 1. Rate the student's overall ability to learn new things. |  |  |  |  |  |
| 1. Ability to exercise good engineering judgment. |  |  |  |  |  |
| 1. Ability to learn and/or use modern engineering tools. |  |  |  |  |  |
| 1. Awareness and sensitivity to health and safety requirements. |  |  |  |  |  |
| 1. The student’s ability to accomplish things on time. |  |  |  |  |  |
| 1. Sensitivity to manufacturability constraints. |  |  |  |  |  |
| 1. Please rate the student’s overall effectiveness. |  |  |  |  |  |
| 1. The student's sensitivity to economic constraints of the work. |  |  |  |  |  |
| 1. The student's sensitivity to ethics in the workplace. |  |  |  |  |  |
| 1. The student's ability to effectively communicate in writing. |  |  |  |  |  |
| 1. The student's ability to effectively communicate verbally. |  |  |  |  |  |
| 1. The student's ability to present effectively in a group setting. |  |  |  |  |  |

Please provide any additional comments as to the students work performance that has been important to you:

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|  |

Date evaluation completed: Click here to enter a date.

**This concludes the supervisor evaluation. Thank you for taking time to provide this information to us!**

Please save this form and then e-mail to: [coop@utk.edu](mailto:coop@utk.edu) or send fax to 865-974-3707.