**Appendix C**

**Final Evaluation of MPA Intern**

DATE:

STUDENT:

AGENCY:

**INSTRUCTIONS:**

Thank you again for agreeing to serve as an agency supervisor.

Please use the form on the following pages in evaluating the performance of the MPA candidate who is interning with your organization. We encourage you to discuss the contents of this evaluation with the student. Please return the completed evaluation to the intern’s advisor. Arrangements can be made to handle this process electronically, just contact the student’s advisor or the MPA Director.

**Please respond to the following concerning the intern:**

1. Describe the intern’s attitude toward the work assignment.

2. Describe any particular skills that the intern has acquired or improved.

3. Describe the intern’s ability to cooperate and communicate with others.

4. Discuss the intern’s ability to make decisions.

5. Generally, in what area(s) did the intern seem strongest?

6. Generally, in what area(s) did the intern seem weakest?

7. Would you feel confident in hiring or in recommending this intern for a job?

8. What grade (A –F) do you feel this student deserves for this internship?

**Please make recommendations in the following areas:**

1. What suggestions do you have to enhance the Intern’s career development?

2. What suggestions can you make to improve our internship program?

3. What seems to be the area(s) of strength in our MPA Program?

4. What seems to be the area(s) of weakness or need of improvement in our MPA Program?