



Student Internship Performance Evaluation

Name of Company

Name of Student:	
Student ID:	Internship Starting Date:
Major:	<input type="checkbox"/> Accounting <input type="checkbox"/> Business Administration <input type="checkbox"/> Finance <input type="checkbox"/> Human Resource Management <input type="checkbox"/> Management Information Systems

As Employers, your assessment of how well students of Prince Mohammad Bin Fahd University have attained; and how effective the student outcomes have been achieved, will help in the College's efforts towards continuous quality education improvement.

Please CHECK (✓) the quality and competency of our student(s) towards work.

Criteria	Rating				
	Poor (1)	Fair (2)	Good (3)	Very Good (4)	Excellent (5)
Enthusiasm and interest in work					
Completion of the work assigned to him/her					
Delivering quality work output					
Comply with company rules and regulations					
Following instructions					
Initiative in taking tasks to complete					
Learning and searching for information					
Maintaining effective relations with co-workers					
Ability of reporting and presenting his/her work					
Arriving to work on time (Punctuality)					
Using written and oral communications skills for professional purposes					
Working in teams or groups, including multidisciplinary teams					
Applying knowledge of the major functional areas, theories and their application					
Preparing and interpreting data for reporting, compliance, auditing, and using alternative options / solutions for decision-making purposes					
Explaining roles and functions in cultivating effective and efficient organizational workplaces					



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Criteria	Rating				
	Poor (1)	Fair (2)	Good (3)	Very Good (4)	Excellent (5)
Developing operational and strategic planning using appropriate procedures and analytical tools					
Demonstrating knowledge of technological tools and using latest techniques and skills to solve problems					
Applying economic principles to design and making decision					
Identifying domestic and global trends					
Following and understanding professional and ethical responsibilities					
Identifying and analyzing significance and effects of social and cultural dimension in the context of a global business environment					
Recognizing political, social, and environmental constraints on solving business and other related problems					
Overall performance rating					
Additional Observations and/or significant information: _____ _____ _____ _____					

Evaluated by:

Signature over printed name

Contact Number

Position/Designation

Email

Department

Date

Important: Please return this form in a sealed envelope to Career Services Department. Office NO. G056. Or to your course instructor.

Please affix
Company Stamp here