INTERNSHIP FINAL EVALUATION
Supervisor’s Form
(Suggested Format for Site Supervisor’s Final Evaluation)

It is requested that your evaluation be in the form of a letter, addressing the following general areas.

1. Professional Manner

2. Personal Relations (considered most important)
   • with clients
   • with staff members
   • with supervisor

3. Knowledge about the field
   • principles and purposes
   • resources (tools and information)

4. Prognosis
   • promise in the field
   • limitations noted and/or growth needed

You may include any additional comments you feel are pertinent.

We welcome feedback about the USM internship itself! Please make any additional comments and/or suggestions you have about the internship program on a separate piece of paper. These comments would be to evaluate the organization and supervision of the program (not of the individual intern), and would help improve the overall program.

Thank you for all of your work with our interns.

Please return to: Counselor Education Program
218A Bailey Hall
University of Southern Maine
Gorham, ME 04038