Agency Supervisor Evaluation of Field Experience Student
For the Muskie School Public Policy & Management program

The field experience is a major feature of our students’ education. We would appreciate it if you would take a few moments to evaluate the student. This is a non-confidential performance appraisal, and you may give this copy to the student to return to me, Carolyn Ball, Ball@maine.edu. If you prefer, you may write a personal letter or use your own agency’s performance appraisal. You may also call me to discuss the student’s experience at 207/956-0244 or 244-3497.

Name of Student __________________________________________________________

Place of Field experience _________________________________________________________

Supervisor ________________________________   Supervisor Email__________________

Date of Field experience __________________________

What were the student’s major responsibilities?

What were the student’s strong points?

What skills would you like future students to have prior to starting a field experience?

Days Absent_______  Days late_______

Agency Supervisor Signature_________________________ Date________________________

You may provide this directly to the student, send it by email (Ball@maine.edu) or you may send it to Carolyn Ball, Associate Professor, University of Southern Maine, Muskie School of Public Service, Wishcamper Center, PO Box 9300, Portland, ME 04104. If you prefer, you may also call me to discuss the student’s experience at 207/956-0244 or 244-3497.