

# Midterm Intern Evaluation Form Sample Template

This **midterm intern evaluation form sample template** provides a structured way to assess intern performance halfway through their internship. It helps supervisors give constructive feedback and identify areas for improvement. Using this template ensures a consistent and effective evaluation process.

| Intern & Supervisor Information |             |                   |             |
|---------------------------------|-------------|-------------------|-------------|
| Intern Name                     | <div></div> | Date              | <div></div> |
| Department                      | <div></div> | Supervisor Name   | <div></div> |
| Internship Start Date           | <div></div> | Expected End Date | <div></div> |

| Evaluation Criteria |             |             |             |                   |
|---------------------|-------------|-------------|-------------|-------------------|
| Criteria            | Excellent   | Good        | Fair        | Needs Improvement |
| Quality of Work     | <div></div> | <div></div> | <div></div> | <div></div>       |
| Work Ethic          | <div></div> | <div></div> | <div></div> | <div></div>       |
| Communication       | <div></div> | <div></div> | <div></div> | <div></div>       |
| Teamwork            | <div></div> | <div></div> | <div></div> | <div></div>       |
| Initiative          | <div></div> | <div></div> | <div></div> | <div></div>       |
| Dependability       | <div></div> | <div></div> | <div></div> | <div></div>       |

| Strengths                                     |
|---|
| <div>List the intern's key strengths...</div> |

| Areas for Improvement                                 |
|---|
| <div>List areas where the intern can improve...</div> |

| Comments & Recommendations                                      |
|---|
| <div>Additional comments or suggestions for the intern...</div> |

| Intern Acknowledgement   |
|--|
| <div><input type="checkbox"/> I have discussed this evaluation with my supervisor.</div> |

|                      |             |      |             |
|----------------------|-------------|------|-------------|
| Intern Signature     | <div></div> | Date | <div></div> |
| Supervisor Signature | <div></div> | Date | <div></div> |

