## CJCU INTERNSHIP EVALUATION FORM

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Class | 　　　　　　　　 　 | Stu. ID |  | Name |  |
| Semester/year | 　　　　 |
| Institution |  |
| Duration | from MM DD YY to MM DD YY |
| **STUDENTS DO NOT FILL OUT BELOW** |
| **Evaluation by internship supervisor** **(80%)** | **Evaluation by internship advisor of home university (20%)** |
| A: Subject (Internship) | B: Subject (Written Report: 15%) |
| 1. Attitude and cooperation \*Attendance and tardiness \*Participation \*Attitude \*Sociability \*Crisis management \*Cooperation \*服裝儀容是否得宜 | （30％） |  | 1. Attitude and cooperation Attendance and tardiness \*Participation \*Attitude \*Sociability \*Crisis management \*Cooperation \*服裝儀容是否得宜 | （30％） |  |
| 2. Execution ability  \*Dutifully execute duties \*Set out plans for internship \*Fully prepared for work \*Ability to execute  \*在實習中能展現所學專業能力 | （35％） |  | 2. Report \*Writing reports with honesty \*Contents of reports exhibit  self-growth \*Set out to solve problems  stated in reports | （35％） |
| 3. Performance evaluation \*Operating software application \*English ability \*Communication ability \*Independent thinking \*Team work | （35％） |  | 3. Timely submission of reports \*Turn in reports on time \*Students who have not  submitted necessary reports  will receive 0. | （35％） |
| Subtotal A  |  | Subtotal B:  |  |
| C: Subject (Oral Report: 5%) |
| Subtotal C : |  |
| **Total Score** (**A** x 80% + **B** x 15% + **C** x 5%) |  |
| **Comments:** |

**Supervisor:　　　　　 Sect. Chief:　　　　 　 Dept. Supervisor:**

**Internship**

**DTIS**

**Advisor: Dept. Chair:**