

Assessment form internship mentor

School of Humanities Vrije Universiteit Amsterdam

This form is completed by the mentor after the final interview with the intern.

The intern submits this form to the supervisor along with the internship report.

Organisation providing the internship:

Internship mentor:

Function/department:

Address:

Telephone:

E-mail:

Name intern:

Internship period:

Internship assignment:

Results of the internship

	--	-	-/+	+	++
Quality of the result	0	0	0	0	0
Applied method	0	0	0	0	0
Level of knowledge of the student	0	0	0	0	0

Knowledge and skills

	--	-	-/+	+	++
Accuracy	0	0	0	0	0
Theoretical understanding	0	0	0	0	0
Practical understanding	0	0	0	0	0
Application of knowledge	0	0	0	0	0
Focused collection, interpretation, processing of info	0	0	0	0	0
Language skills	0	0	0	0	0

Oral communication	0	0	0	0	0
Written communication	0	0	0	0	0

Competencies

	--	-	-/+	+	++
Show of initiative	0	0	0	0	0
Independence	0	0	0	0	0
Collaborative skills	0	0	0	0	0
Problem solving ability	0	0	0	0	0
Stress management	0	0	0	0	0
Planning and organisational skills	0	0	0	0	0
Creativity and ingenuity	0	0	0	0	0

Functioning in the organisation

	--	-	-/+	+	++
Drafting and discussing internship plan	0	0	0	0	0
Discipline and dedication	0	0	0	0	0
Interaction mentor/student	0	0	0	0	0
Collaboration with colleagues	0	0	0	0	0
Asking for feedback	0	0	0	0	0
Incorporating feedback	0	0	0	0	0
Work pace	0	0	0	0	0
Adaptation to new situation	0	0	0	0	0
Interest in own work	0	0	0	0	0
Interest in the organisation	0	0	0	0	0

In conclusion

In your opinion, is your organisation/department correctly described in the final report?

In your opinion, is the internship process correctly reflected in the final report?

In your opinion, did the intern develop, and if so, in what areas/skills?

Do you consider the intern suitable for the work within your organisation to which the internship related?

Would you offer an internship to a VU Humanities student again in the future?

Would you like further discussion with the supervisor in connection with this or a future internship?
