

Tunghai University Student Off-campus Internship **Industry Counselor** Evaluation and Feedback Form (Example)

Department		Student number	
Name of intern			
Name of off-campus internship unit			
Period of internship	Total number of internship hours from [yy/mm/dd to yy/mm/dd, hours]		

Evaluation item and rating					
Work performance			Internship result report performance		
Evaluation item	Allotment	Score	Evaluation item	Allotment	Score
1. Professional dedication	15		1. Report Structure and Arrangement	10	
2. Quality efficiency	15		2. Report and practical work relevance	10	
3. Learning enthusiasm	15		3. Report submission timeliness	10	
4. Teamwork and occupational ethics	15		4. Learning experience sharing and feedback	10	
Subtotal (1)	60		Subtotal (2)	40	
Attendance evaluation (3) Total: ____ point	Personal leave _____ hour (deducted by 0.2/hour) Minus _____ point Sick leave _____ hour (deducted by 0.2/hour) Minus _____ point Unexcused absence _____ hour (deducted by 0.2 minutes/hour) Minus _____ point Come late and leave early _____ times (deducted by 0.2 minutes/hours) Minus ____ point				
Supervisor evaluation results (1) + (2) - (3) :					

Overall industry internship feedback						
Item		A ⁺	A	B	C	C ⁻
Overall student quality	Professional knowledge and skills					
	Foreign language proficiency					
	Technology information and application competence					
	Cross-field integration and multiple adaptative ability					
	Discovery, analysis, and problem-solving ability					
	Strong learning willingness to high plasticity					
	Creativity					
	Teamwork spirit and interpersonal relationship					
	Verbal and writing communication and coordination ability					
	Emotional regulation and anti-stress ability					
The administrative processes of school internship : ☐ Highly satisfied ☐ Satisfied ☐ Neutral ☐ Dissatisfied ☐ Highly Dissatisfied						
Provide internship opportunities to students of Tunghai University again. : ☐ Highly willing ☐ Willing ☐ Will consider ☐ Unwilling ☐ Highly unwilling						
Prioritizing recruiting students that have previously undergone internship. : ☐ Yes ☐ No						
Suggestions for future internship courses :						

Signature of the internship agency counselor: _____ , [yy/mm/dd]

Explanation: I. Delivery sequence: student/system → internship instructor → The teacher completes and temporarily stores and prints the visitation record.