



GRFX-4603 GRAPHIC DESIGN INTERNSHIP INTERNSHIP SUPERVISOR PROGRESS REPORT FORM

This form can be filled out digitally or it may be printed.

If filling out digitally, please DO NOT hit Return after your last word entered in the box.

STUDENT INTERN NAME:

INTERNSHIP SITE NAME:

INTERNSHIP SUPERVISOR NAME:

WEEK OF

TO WEEK OF

*Please type/write the date of
Monday for the week.*

1. Describe the duties and projects assigned to the intern during this time period:

2. Performance rating of the intern in relation to the assigned work - please rate on a scale of 1-5.

1	2	3	4	5
<i>Unacceptable. Student must improve.</i>				<i>Excellent! Little to no improvements needed.</i>

OPTIONAL: Please explain any reasons for your rating above.

3. Please mark any of the following that apply.

The internship is working well so far. I have no complaints.

I have significant concerns about the student's performance.

The internship is working well, but I request more information from A-State faculty.

Other. Please explain:

Intern Supervisor Signature:

Date