INTERNSHIP PROGRAM GRADING SHEET

STUDENT NAME **SEMESTER/QUARTER/YEAR**

Possible Points	**Internship Class Requirements*** **	**Total Points Earned in Each Category**
0 - 20	Development of appropriate goals and educational objectives:	
0 - 5	Goals and Objectives turned in on time	
0 - 20	Completion of goals and objectives by the end of the quarter (full points awarded if due to factors beyond intern's control) Objective 1: 1 2 3 4 5 Objective 2: 1 2 3 4 5 Objective 3: 1 2 3 4 5 Objective 4: 1 2 3 4 5	
0 - 15	Evaluation (includes **ALL 3 parts**) paperwork signed and completed on time	
0 - 10	Timecards accurately completed and turned in on time	
0 - 20	Self-Assessment	
0 - 10	Self-Assessment turned in on time	
	TOTAL POINTS FOR QUARTER	
GRADE	**90 – 100 = A** **80 – 89 = B** **70 – 79 = C** **60 – 69 = D** **0 – 59 = F**	

COORDINATOR'S SIGNATURE DATE

***Failure to meet student responsibilities may result in probation and/or termination separate from Internship Class Grade.