**The Employer’s Feedback Form *( To be filled out by your employer )***

**TO EMPLOYER: Before completing this form, please complete the MUIC-Internship program’s satisfaction survey (only two questions) by clicking on the link below.**

  **[https://forms.gle/LEYKLx6cexiNc36Y8](https://forms.gle/LEYKLx6cexiNc36Y8%22%20%5Ct%20%22_blank)**

Name of Student Intern …………………………………………………………..

Position / Department …………………………………………………………..

Internship Period from……………………….to..…………………………

MUIC would be very grateful if the employer would complete this assessment – preferably with the knowledge of the student.

**Please rate on a scale of 1 – 5 points.**

**( 1 = “lowest”, 2 = “low”, 3 = “medium”, 4 = “high” and 5 = “highest” )**

**Areas for Assessment: If assessment is 1 or 2 would you please provide an example**

**to help the student understand.**

1. ***The Person***

Appearance 1 2 3 4 5 ………………………

Interest 1 2 3 4 5 ………………………

Application 1 2 3 4 5 ………………………

Self confidence 1 2 3 4 5 ………………………

Self discipline 1 2 3 4 5 ………………………

**Subtotal .………..………/…25**

1. ***The Work***

Quantity of output 1 2 3 4 5 ………………………

Quality of output 1 2 3 4 5 ………………………

Accuracy 1 2 3 4 5 ………………………

Level of understanding 1 2 3 4 5 ………………………

**Subtotal .………..………/…20**

1. ***Motivation***

Self motivation 1 2 3 4 5 ………………………

Commitment 1 2 3 4 5 ………………………

Initiative 1 2 3 4 5 ………………………

Co-operation 1 2 3 4 5 ………………………

**Subtotal .………..………/…20**

1. ***Interpersonal Skills***

Oral communication

- With peers 1 2 3 4 5 ………………………

- With seniors 1 2 3 4 5 ………………………

Written communication 1 2 3 4 5 ………………………

Listening ability 1 2 3 4 5 ………………………

Sensitivity to

 non- verbal signals 1 2 3 4 5 ………………………

**Subtotal .………..………/…25**

1. ***Intellectual Ability***

Analytical ability 1 2 3 4 5 ………………………

Quality of opinions 1 2 3 4 5 ………………………

Quality of recommendations 1 2 3 4 5 ………………………

Originality 1 2 3 4 5 ………………………

Clarity of thought 1 2 3 4 5 ………………………

**Subtotal .………..………/…25**

1. ***Management Potential / Aptitude (where appropriate)***

Leadership qualities 1 2 3 4 5 ………………………

Planning and

 organization of work 1 2 3 4 5 ………………………

Breadth of thinking

 across organization 1 2 3 4 5 ………………………

Understanding of responsibilities and demand on management

1 2 3 4 5 ………………………

Ability to motivate 1 2 3 4 5 ………………………

**Subtotal .………..………/…25**

1. ***Overall impression of the student’s contribution***

2 4 6 8 10 ………………………

**Subtotal .………..………/…10**

 **Total \_\_\_\_\_\_\_\_\_\_\_\_\_/\_\_150**

**Important Note: Kindly be informed that the student intern must gain a minimum of 120 points (80 %) to be eligible to pass this internship and graduate.**

1. ***Employer’s comments***

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**Name of Intern Evaluator……………………………….…………………………………………….**

**Position / Department………………………………….…………………............................................**

**Telephone……………………………………..……..Email…………...……………..………………..**

**For College Official Only ……………………………………………. Date ………………….....**