

Lassonde Co-op Program: Supervisor Evaluation

The Supervisor Evaluation (due every 4-month work term) is a crucial part of the performance evaluation process of a student in a co-op/internship. The evaluation is a part of the student's final pass/fail grade at the end of each work term. As a supervisor, you contribute to the student's final grade by providing feedback on his/her progress **every four months**.

Organization Name:

Supervisor Name & Position Title:

Student Name:

Are you a York University alumnus? (Yes or No):

If yes, please indicate your faculty and/or degree completed:

Date evaluation completed:

Has the report been discussed with the student? (Yes or No):

Date evaluation was discussed with student:

Interest in work

Initiative

Ability to learn

Standard of work

Judgement

Dependability

Teamwork

Response to supervision

Interpersonal skills

Oral communications

Written communications

List 2 to 3 strengths demonstrated by the student.

Provide area(s) of improvement for the student.

Overall Performance

Can we use your comments on our Co-op program's promotional material?

Would you hire this student again? Why or why not?

If this is the student's final work term with you, would you like to repost this position for another work term?

If yes, please select work term

Additional Comments:

Supervisor's Signature

Date

Thank you for supporting our students and participating in the Co-op Program! Please do not hesitate to contact our office at lsecoop@lassonde.yorku.ca for any additional feedback or questions
