

Assessment Sheet – Internship Evaluation Robert-Bosch-Fachoberschule

_____ / _____
School Year

<i>Name of Student</i>	<i>Class</i>	<i>Assessment Period from - to</i>
<i>Internship supervisor</i>	<i>Supervising teacher</i>	

Please clearly mark the applicable boxes. Criteria that cannot be assessed may be crossed out.

SOCIAL / PERSONAL COMPETENCE	+++	++	+	-	--
Is a team player and contributes appropriately to the workflow					
Accepts and applies suggestions for improvement					
Reliably adheres to appointments, agreements, and working hours					
Acts courteous, respectful, and helpful					

METHODOLOGICAL / PROFESSIONAL COMPETENCE	+++	++	+	-	--
Completes assigned tasks carefully and reliably					
Works independently on tasks using explanations/information					
Executes work assignments within a reasonable time					
Performs assigned tasks with focus and perseverance					

Demonstrates professional interest and initiative					
Prepares required documentation appropriately in format and content					
Communicates appropriately with external partners depending on audience and situation					
Handles work materials with care and keeps the workspace organized					
*) Space for an additional skill relevant to the specific internship (optional)					

Place/Date

Signature and Stamp of Company

Name of Signatory (in block letters)

The evaluation was discussed with the student.

Student's Signature

Name of Student:	Class:	
Number of missed days:		

Verbal Assessment of Student

Recommendation

The intern is suitable for training in this industry:

- ☐ particularly suitable
- ☐ well suited
- ☐ satisfactorily suitable

- ☐ sufficiently suitable
- ☐ less suitable
- ☐ unsuitable

Place/Date

Signature and Stamp of Company

Signature of Student