



Internship Evaluation Form

Bachelor of Arts Program in

Language for Careers Language for Communication

(International Program)

Faculty of Humanities, Srinakharinwirot University

Intern's name.....

Company's name.....

Company's address.....

Internship duration: Start date.....End date.....

Job description.....

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Please evaluate the intern as objectively as possible by marking in the box that best describes the intern's performance.

Features	Evaluation Level				
	Excellent (5)	Good (4)	Acceptable (3)	Improve ment Desirable (2)	Improve ment Essential (1)
1. Ethics and morality					
1.1 Punctuality					
1.2 Responsibility					
1.3 Honesty					
1.4 Enthusiasm					
1.5 Strictly follow the company's rules					
Total					

Features	Evaluation Level				
	Excellent (5)	Good (4)	Acceptable (3)	Improve ment Desirable (2)	Improve ment Essential (1)
2. Knowledge and cognitive skill					
2.1 Ability to work independently					
2.2 Knowledge of field					
2.3 Task completion					
2.4 Ability to solve problems					
2.5 Creativity					
Total					
3. Interpersonal skill and responsibility					
3.1 Etiquette and appropriate attire					
3.2 Politeness					
3.3 Relationship with other staff					
3.4 Teamwork skills					
3.5 Hard-working and capable of meeting deadlines					
Total					
4. Communication and IT skills					
4.1 Verbal and written communication skills in English					
4.2 Verbal and written communication skills in Thai / the third language					
4.3 Computer skills					
4.4 Use of Electronic office equipment					
4.5 Digital Innovation skills					
Total					

Other suggestions

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Signed.....Supervisor
(.....)
Date/...../.....