

銘傳大學學生校外實習成績考核表(實習機構)

Ming Chuan University Off-Campus Internship Grade Evaluation Form (For Internship Organizations)

(參考格式, 內容各系可自訂之Reference Format - Content Can Be Customized by Each Department)

實習機構名稱 Internship Organization Name		實習期間 Internship Period	From ____ 年 Year ____ 月 Month ____ 日 Day 至 to ____ 年 Year ____ 月 Month ____ 日 Day	
實習生學號 Student ID		實習生姓名 Name		
實習生實習總時數 Total Internship Hours	Hours	請假天(時)數 Leave Days/Hours	天 Days 小時 Hours	
1. 綜合評核 Comprehensive Evaluation		同意 Agree	尚可 Neutral	不同意 Disagree
(1) 實習生在工作崗位上, 具有敬業精神且實習態度良好 The intern demonstrates professionalism and a positive attitude towards the internship.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2) 實習生對於實習工作, 具有學習熱忱及責任感 The intern shows enthusiasm for learning and a sense of responsibility toward the internship work.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(3) 實習生能適時應用專業知識於實習工作上 The intern is able to apply professional knowledge to the internship tasks in a timely manner.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(4) 實習生對於交辦的實習工作, 皆能勝任 The intern is capable of handling assigned internship tasks effectively.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(5) 實習生在實習工作上, 具有發展潛力 The intern shows potential for growth and development in the internship role.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(6) 實習生於實習期間, 與同事、主管間互動情況良好 The intern maintains good interactions with colleagues and supervisors during the internship.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(7) 實習生於實習期間, 遵守職場倫理且誠實廉潔 The intern adheres to workplace ethics and demonstrates honesty and integrity during the internship.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(8) 實習生於實習期間, 出勤情況良好, 不遲到、早退 The intern has a good attendance record during the internship, without tardiness or early departures.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. 實習單位評分 Internship Organization Evaluation (滿分為100分, 占總成績之 ____ % Total score of 100, accounting for ____ % of the overall grade):	3. 具體評語或建議 Specific Comments or Suggestions:			
實習機構督導或主管簽章: Internship Organization Supervisor Signature	【單位印章 Official Seal of the Unit】			

____ 年 Year ____ 月 Month ____ 日 Day