Supervisor Evaluation of Intern

(On Industry Letter Head with complete address)

(Confidential)

Student Name:_____ Date: _____

Industrial Supervisor: _____ Designation: _____

Name of Company/Organization (with complete address): _____

_____

Dates of Internship: From _____To_____

Please evaluate your intern by indicating the frequency with which you observed the following behaviours:

Parameters	**Needs Improvement**	**Satisfactory**	**Good**	**Excellent**
Behaviours				
Performs in a dependable manner				
Cooperates with co-workers and supervisors				
Shows interest in work				
Learns quickly				
Shows initiative				
Produce high quality work				
Accepts responsibility				
Accepts criticism				
Demonstrates Organizational Skills				
Uses technical knowledge and expertise				
Shows good judgement				
Demonstrates creativity/originality				
Analyses problems effectively				
Is self-reliant				
Communicates well				
Writes effectively				
Has a professional attitude				
Is punctual				
Uses time effectively				
Overall performance of student intern				

Additional comments, if any:

Signature of Industry Supervisor _____HR Manager _____

Internship Evaluation Report

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S. No.	Name of Student	Roll No.	Marks to be awarded by			Overall Grade
			Punctuality Grade (Satisfactory/ Good/ Excellent) **(15 marks)**	Maintenance of Daily Dairy Grade (Satisfactory/ Good/ Excellent) **(15 marks)**	Skill Test Grade (Satisfactory/ Good/ Excellent) **(20 marks)**	**Max. 50**
1.	Atul Kumar Maurya	221251021004				
2.	Vivek Kumar	221251021016				
3.	Pankaj	231251021001				
4.	Pushpender	231251021002				
5.	Rahul	231251021004				
6.	Aditya Sen	231251021005				
7.	Pankaj Yadav	231251021006				
8.	Pankaj Verma	231251021009				
9.	Ritesh	231251021013				
10.	Sahil	231251021014				
11.	Kanchan Yadav	231251021020				
12.	Amit	231251021021				
13.	Kartik Khosya	231251021023				
14.	Sahil Singh Tanwar	241251021003				
15.	Tanuj Singh Chauhan	241251021005				
16.	Jatin	241251021006				
17.	Jitender Kumar	241251021008				
18.	Sonu	241251021011				
19.	Tarun	241251021013				
20.	Mohit	241251021017				
21.	Lalit	241251021020				
22.	Tejinder	241251021021				
23.	Jatin	241251021023				
24.	Rudra	241251021024				
25.	Ravi	241251021025				
26.	Ritesh	241251021031				
27.	Subham	241251021036				
28.	Jitesh Joshi	241251021037				
29.	Sachin	241251021038				
30.	Jitin	241251021041				

31.	Shakir Malik	221251021015				
32.	Abhi Yadav	231251021007				
33.	Anil Kumar	231251021015				
34.	Lokesh Kumar	231251021024				
35.	Lalit Kumar	241251021043				
36.	Kamal	241251021043				
37.	Rahul Yadav	241251021010				
38.	Vivek Sharma	241251021016				
39.	Chetan Kumar	241251021018				
40.	Naveen Kumar	241251021039				
41.	Arpit Khola	231251021016				

(Name_____)
Contact No.

Signature of Company internship supervisor with company stamp/seal

Attendance Sheet

(On Industry Letter Head with complete address)

Name of Student	
Roll No.	
Name of Course:	B.Tech. in
Date of commencement of Training:	
Date of completion of Training:	

Initials of the student

Month & Year	1.	2.	3.	4.	5.	6.	7.	8.	9.	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
May 2025																															
June 2025																															
July 2025																															

Note:

1. Attendance Sheet should remain affixed in Daily Training Diary. **Do not remove or tear it off**.
2. Student should sign/initial in the attendance column. **Do not mark 'P'**
3. Holidays should be marked in **Red Ink** in attendance column. Absent should be marked as **'A' in Red Ink.**

(Name_____)

Contact No.

Signature of Company internship supervisor with company stamp/seal

Rao Birender Singh State Institute of Engineering & Technology
Zainabad, Rewari (Haryana) – 123411
(A Haryana Government Engineering College)

Evaluation of Internship by Institute

Evaluation (I)

1. Name of Student _____Mob. No._____
2. University Reg. No. _____University Roll No._____
3. Branch/Semester_____ Period of Training _____
4. Address with contact No. _____
5. Industry Name with complete Address: _____

   _____
6. Type of work: _____
7. Date of Evaluation: _____

   (a) Attendance: (Unsatisfactory (<75%)/Satisfactory/Good/Excellent)

   (b) Practical work: (Unsatisfactory/Satisfactory/Good/Excellent)

   (c) Faculty Evaluation: (Unsatisfactory/Satisfactory/Good/Excellent)

   (d) Evaluation by Industry supervisor: (Unsatisfactory/Satisfactory/Good/Excellent)

   Overall grade: (Unsatisfactory/Satisfactory/Good/Excellent)

Signature of Faculty Mentor

Signature of Internship Supervisor (Industry)
With date & Stamp

***Photocopy of the attendance record duly attested by the training in-charge should be attached with the evaluation Proforma.**