



Intern of the Year Judges Rating Form

Student's Name: \_\_\_\_\_

Major: \_\_\_\_\_

Organization/Position Title: \_\_\_\_\_

Key for Awarding Points (circle the appropriate number) : 0 – Not Completed, 1 – Poor, 2 – Fair, 3 – Good, 4 – Excellent

Nomination Application 0 4
• completely filled out

Student Résumé

Format and Professional Style: 0 1 2 3 4
• organized, neat, formatted appropriately
• content conveys a comprehensive picture of candidate, emphasizes skills and accomplishments

Spelling and Grammar: 0 1 2 3 4
• correct spelling
• correct grammar, use of punctuation

Represents Internship: 0 1 2 3 4
• includes internship with nominating employer
• well-defined statements

Student Statement

Projects: 0 1 2 3 4
• explained primary responsibilities and projects assigned in easy to understand, simple breakdown
• clearly articulated specifically how individual contributions positively impacted the organization

Learning: 0 1 2 3 4
• identified new skills, abilities, and understanding that were attained
• explained how they sharpened existing skills through this work-integrated learning experience
• touched on biggest learning moment through the work-integrated learning experience
• detailed how the internship specifically aligns with major and how they utilized classroom concepts on the job
• described how they reflected on intern/co-op contributions, projects and performance

Reflection, Personal Growth, & Future Plans: 0 1 2 3 4
• expressed how the internship impacted them on-campus, about their future
• if graduated, reflected on the past as well as their next stage (job, graduate school, etc.)

Employer Support Statement (must be on organizational letterhead)

Internship Description: 0 1 2 3 4
• detailed why the internship experience is critical to the organization
• described how the student exceeded expectations/went above and beyond normal intern/co-op contributions
• recognition of any awards if applicable
• described student growth in soft skills needed to succeed in the world of work
• detailed examples of the students' initiative, creativity, original work, drive, professionalism, or attitude

Overall Impact: 0 1 2 3 4
• shared examples of the students' initiative, creativity, original work, drive, professionalism, or attitude
• detailed quality of overall performance in comparison to other internship students and/or to initial expectations

Professional Growth: 0 1 2 3 4
• provided examples of how this student specifically grew professionally throughout the internship

Faculty Support Statement (must be on organizational letterhead)

Student's Academic Performance: 0 1 2 3 4
• indicate the student's attitude toward major, learning, etc.
• recognition, honors, or awards from the department/college/university

Student's Character: 0 1 2 3 4
• attributes that demonstrate the student's merit for this award

Involvement: 0 1 2 3 4
• campus leadership
• participation in campus involvement
• participation in community involvement beyond the academic environment

Comments: \_\_\_\_\_

Total: \_\_\_\_\_