APPENDIX I
FINAL INTERN EVALUATION

Instructions:
This form is to be completed by student and submitted to the university supervisor at the completion of the internship.

INTERN: ________________________________

AGENCY: ________________________________

Please answer each of the following questions. If you need additional space, attach separate sheets. Provide an explanation for each question.

1. Were you satisfied with your placement?
   Yes ☐ No ☐

2. Did you feel comfortable with the temporary adjustment from student to employee?
   Yes ☐ No ☐

3. Were you fully aware of your duties and responsibilities as an intern?
   Yes ☐ No ☐

4. Were you familiar with the functions and purposes of the agency in which you were placed?
   Yes ☐ No ☐

5. To what extent did your duties as an intern relate to your academic background?
   Not at all ☐ Somewhat ☐ A great deal ☐

6. Do you feel that you, as a trainee, made an important contribution to the agency?
   Yes ☐ No ☐

7. Did you experience any problems during your internship?
   Yes ☐ No ☐ If so, please explain.
8. Did you feel free to discuss any problems with your agency supervisor?
   Yes [ ] No [ ]

9. Do you feel you were treated as a professional?
   Yes [ ] No [ ]

10. Were you allowed to make decisions on your own?
    Yes [ ] No [ ]

11. Were you responsible for providing your supervisor with written reports of your activities?
    Yes [ ] No [ ]

12. How would you rate your overall internship experience?
    Poor [ ] Average [ ] Excellent [ ]

13. Would you recommend this internship agency to other students?
    Yes [ ] No [ ]

14. Was this experience what you expected?
    Yes [ ] No [ ]

15. Was this experience worth the amount of college credit you are receiving for it?
    Yes [ ] No [ ]

16. Was the university supervision you received adequate?
    Yes [ ] No [ ]

17. How could the internship have been made more meaningful?
18. What could have been given more emphasis during your orientation on campus? At the agency?

19. Was there background information and skills that you now feel you should have had prior to your internship that you did not receive from the Sport Management Program?

20. What suggestions or recommendations can you offer for improvement of the overall experience at this agency?

21. In what ways do you feel this evaluation procedure could be improved?

22. Provide an overall assessment of your performance during the internship from both a professional and personal perspective. This assessment should include an evaluation of the overall quality of the tasks you performed; the areas in which you need improvement and how you can begin the improvement process; the impact the internship has had on your personal and professional growth; what insights into the field of sport management have you acquired and/or refined.
23. May we transmit a copy of this information to the agency once your training is completed?

Yes ☐ No ☐

__________________________  _______________________
Signature                  Date

I hereby certify that the information I am submitting is complete and accurate. I understand that checking “I Agree” below acts as my signature on this form.

☐ I Agree  Date_________________ (mm/dd/yyyy)

Name____________________________________