TO: Internship Supervisor of _____________________________

(Student/Intern)

To aid the Department of Accounting in assigning a proper grade for the internship and to help
the Department in its administration of the Internship Program, please complete and return this
form by mail to: Department Chair, Department of Accounting & Information Systems,
University of Texas at El Paso, El Paso, TX 79968.

Please return by _______________ that a grade may be assigned on a timely basis.

The student/intern’s overall job performance was:

_____ Excellent  _____ Below Average
_____ Good  _____ Poor
_____ Average

Any general comments on the job performance:

To help the Department in its evaluation of the accounting program, please let us know what you consider to be:

1) Particular strengths in the student/intern’s accounting or business knowledge,
   considering the person’s present level of education and experience.

2) Weaknesses in the student/intern’s accounting or business knowledge, considering the
   person’s present level of education and experience.

If you have any recommendations regarding the Internship Program, please note them here.

________________________________________  ________________________
Signature                                      Date

________________________________________
Organization