



Committee Rating Form – College of Engineering Intern of the Year

Points Key: 0 – Not completed, 1 – Poor, 2 – Fair, 3 – Good, 4 – Excellent

Application Form

- Form is filled out completely \_\_\_ 1 \_\_\_ 2 \_\_\_ 3 \_\_\_ 4

Student Resume

Format & Style:

- Resume is organized, neat, and formatted in a professional and easy to read manner \_\_\_ 1 \_\_\_ 2 \_\_\_ 3 \_\_\_ 4
- Conveys a comprehensive picture of the student, emphasizing skills and accomplishments \_\_\_ 1 \_\_\_ 2 \_\_\_ 3 \_\_\_ 4

Spelling & Grammar:

- Utilizes correct spelling \_\_\_ 1 \_\_\_ 2 \_\_\_ 3 \_\_\_ 4
- Utilizes correct grammar and use of punctuation \_\_\_ 1 \_\_\_ 2 \_\_\_ 3 \_\_\_ 4

Represents Internship:

- Includes internship with nominating employer \_\_\_ 1 \_\_\_ 2 \_\_\_ 3 \_\_\_ 4
- Contains well-defined statements that are descriptive of experience \_\_\_ 1 \_\_\_ 2 \_\_\_ 3 \_\_\_ 4

Student Statement

Learning:

- Clearly articulates contributions, successes and/or proudest moment(s) from the experience \_\_\_ 1 \_\_\_ 2 \_\_\_ 3 \_\_\_ 4
- Identifies new skills, abilities, and understanding gained from the experience \_\_\_ 1 \_\_\_ 2 \_\_\_ 3 \_\_\_ 4
- Explained how they refined existing skills through the experience \_\_\_ 1 \_\_\_ 2 \_\_\_ 3 \_\_\_ 4
- Shared biggest learning moment \_\_\_ 1 \_\_\_ 2 \_\_\_ 3 \_\_\_ 4
- Details how the experience specifically aligns with academic coursework and addresses how classroom concepts were utilized \_\_\_ 1 \_\_\_ 2 \_\_\_ 3 \_\_\_ 4
- Effectively reflects on contributions to the experiential experiences (projects and performance) \_\_\_ 1 \_\_\_ 2 \_\_\_ 3 \_\_\_ 4

Career Readiness:

- Details growth in organizational (site of experience) knowledge and social dynamics (interpersonal and professional interactions) \_\_\_ 1 \_\_\_ 2 \_\_\_ 3 \_\_\_ 4
- Explains growth in professional and industry knowledge \_\_\_ 1 \_\_\_ 2 \_\_\_ 3 \_\_\_ 4
- Articulates knowledge, skills and abilities gained through experiential experience \_\_\_ 1 \_\_\_ 2 \_\_\_ 3 \_\_\_ 4
- Indicates how experiential experience prepares self for post-graduation success \_\_\_ 1 \_\_\_ 2 \_\_\_ 3 \_\_\_ 4

Spelling & Grammar:

- Correct spelling \_\_\_ 1 \_\_\_ 2 \_\_\_ 3 \_\_\_ 4
- Correct grammar and use of punctuation \_\_\_ 1 \_\_\_ 2 \_\_\_ 3 \_\_\_ 4

Employer Statement

Experiential Experience Explanation:

- Explains why the experiential experience is important for the organization \_\_\_ 1 \_\_\_ 2 \_\_\_ 3 \_\_\_ 4
- Effectively describes how student excelled and went above and beyond in experience through their contributions and performance \_\_\_ 1 \_\_\_ 2 \_\_\_ 3 \_\_\_ 4
- Describes student’s growth in soft skills

Organizational Impact:

- Shares specific examples of student’s outstanding work (touches on initiative, creativity, professionalism, and/or original work – related to assigned projects) \_\_\_ 1 \_\_\_ 2 \_\_\_ 3 \_\_\_ 4
- Details how student made a positive impact on department/organization \_\_\_ 1 \_\_\_ 2 \_\_\_ 3 \_\_\_ 4

Professional Growth:

- Provides examples of how student specifically grew professionally throughout experience \_\_\_ 1 \_\_\_ 2 \_\_\_ 3 \_\_\_ 4

Faculty Support Statement

Academic Performance:

- Indicates student’s attitude toward learning, major, etc. \_\_\_ 1 \_\_\_ 2 \_\_\_ 3 \_\_\_ 4
- Describes student’s recognition, honors, and/or awards from the department/college/university \_\_\_ 1 \_\_\_ 2 \_\_\_ 3 \_\_\_ 4

Character:

- Answers the question: what qualities does the student present which demonstrate worthiness of this award? \_\_\_ 1 \_\_\_ 2 \_\_\_ 3 \_\_\_ 4

Involvement:

- Details students’ participation in campus and community involvement beyond academic environment \_\_\_ 1 \_\_\_ 2 \_\_\_ 3 \_\_\_ 4
- Indicates student’s campus leadership \_\_\_ 1 \_\_\_ 2 \_\_\_ 3 \_\_\_ 4