



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

0 1 2 3 4

Student Resume

- Format & Style:
Resume is organized, neat, and formatted in a professional and easy to read manner
Conveys a comprehensive picture of the student, emphasizing skills and accomplishments

0 1 2 3 4

Spelling & Grammar:

- Utilizes correct spelling
Utilizes correct grammar and use of punctuation

0 1 2 3 4

Represents Internship:

- Includes internship with nominating employer
Contains well-defined statements that are descriptive of experience

0 1 2 3 4

Student Statement

Learning:

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

0 1 2 3 4

Career Readiness:

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

0 1 2 3 4

Spelling & Grammar:

- Utilizes correct spelling
Utilize correct grammar and use of punctuation

0 1 2 3 4

Note: Emphasis for the Student Statement should be on reflection and application versus the nature of the work or the industry where the student participated. The judges will be reviewing the Student Statement for examples and descriptions of insights the student gleaned into the company, industry and/or occupation/profession that they would not have had without this specific internship/co-op experience:
– How did the student grow from the experience? – Did the experience confirm or shift the student’s intended career plans?

Employer Statement of Support

Experiential Experience Explanation:

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

0 1 2 3 4

Organizational Impact:

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

0 1 2 3 4

Professional Growth:

- Provides examples of how student specifically grew professionally throughout experience

0 1 2 3 4

Note: Specific examples demonstrating the student’s initiative and creativity in approaching their assigned work tasks/projects as well as commentary on the student’s drive, professionalism or attitude are recommended for inclusion. It will be helpful to include a detailed description of what makes this student outstanding. If the student was bestowed any company/organizational awards/recognition or extended an offer of continued employment (another internship/co-op or full-time employment) with your company/organization, be sure to share that information.