INSTRUCTIONS: The immediate supervisor should evaluate the student objectively, comparing him/her with other students of comparable academic level, with other personnel assigned to the same of similarly classified jobs, or with individual standards.

Please provide the job title held by the student and briefly describe his or her work assignment. Include the main project or projects the student worked on, detail on the specific tasks and activities the student was responsible for, level of responsibility, nature of working relations, etc.

Job Title: 

Responsibilities:

RELATIONS WITH OTHERS:

- Exceptionally well accepted
- Works well with others
- Gets along satisfactory
- Has difficulty working with others
- Works poorly with others

ATTITUDE - APPLICATION TO WORK:

- Outstanding in enthusiasm
- Very interested and industrious
- Average in diligence and interest
- Some what indifferent
- Definitely not interested

JUDGMENT:

- Exceptionally mature
- Above average in making decisions
- Usually makes the right decision
- Sometimes neglectful or careless
- Consistently uses bad judgment

DEPENDABILITY:

- Completely dependable
- Above average in dependability
- Usually dependable
- Sometimes neglectful or careless
- Unreliable

ABILITY TO LEARN:

- Learns very quickly
- Learns readily
- Average in learning
- Rather slow to learn
- Very slow to learn

QUALITY OF WORK:

- Excellent
- Very Good
- Average
- Below Average
- Very poor
ATTENDANCE:  PUNCTUALITY:

- Regular
- Irregular

What specific behaviors did the student exhibit that may help or hinder his/her advancement?

Additional remarks:

OVERALL PERFORMANCE:

- Outstanding
- Above Average
- Average
- Marginal
- Unsatisfactory

This report has been discussed with the student:  

- Yes
- No

Can a copy of this report be given to the student?  

- Yes
- No

Signed: ____________________________ Date: ____________________________

Immediate Supervisor

When completed, please return this form to:

Boston University
College of Engineering
Career Development Office
44 Cummington Mall, Room 112
Boston, Massachusetts 02215

Email: engcareers@bu.edu