

APPENDIX G

**UNLV PROFESSIONAL GOLF MANAGEMENT
INTERSHIP EVALUATION FORM**

**THE UNIVERSITY OF NEVADA, LAS VEGAS
COLLEGE OF HOTEL ADMINISTRATION
PROFESSIONAL GOLF MANAGEMENT
BEH 236**

4505 Maryland Parkway
Las Vegas, NV 89154

Name of Student _____ Evaluation Date _____

Name of Rater _____

Position or Title _____

Agency _____

Period Covered by Rating: Mid-Internship Evaluation
(Circle One)

Final Evaluation

This rating should be made with care and fairness for the interest of the student. Reflect carefully upon the person's work and make an honest judgment of the qualities of the trainee. Base your judgment on the entire period covered and not upon isolated incidents alone. This evaluation is to be made on a bi-term basis, and the evaluation should be shared with the student. Your discussion of the evaluation with the student, especially at mid-term, is an opportunity to set up personal growth goals based upon the feedback.

As a guideline, the following categories have been established: EXCELLENT Indicates exceptional achievement GOOD Indicates above average achievement SATISFACTORY Indicates average achievement POOR Indicates only minimal achievement	E X C E L L E N T	G O O D	S A T I S F A C T O R Y	P O O R	N O A P P L I C A B L E
PROFESSIONAL PERFORMANCE					
Establish work goals					
Success in achieving goals					
Plans work to be accomplished					
Displays ability to organize people and resources					
Completes assignments on or before due date					
Displays a marked capacity for work and production					
Possesses skills commensurate with academic degree					
Is critical of own performance and quality of work					
Displays capacity of motivating others					
Conducts self well before groups					
Ability to communicate ideas					
Strives for quality in written expression					
Others:					
PROFESSIONAL KNOWLEDGE					
Displays ability to integrate conceptual knowledge and activity skills					
Displays knowledge and understanding of program principles and methods					
Ability to apply knowledge in a practical way					
Ability to think independently					
Possesses a wide variety of interests					
Displays expanding scope of interests					
Other:					

EXCELLENT Indicates exceptional achievement VERY GOOD Indicates above average achievement SATISFACTORY Indicates average achievement POOR Indicates only minimal achievement	E X C E L L E N T	G O O D	S A T I S F A C T O R Y	P O O R	N O A P P L I C A B L E
PROFESSIONAL PERSONALITY					
Is enthusiastic					
Is cheerful and friendly					
Exhibits pleasant, tasteful personal appearance					
Is courteous and tactful					
Voice quality, speech presentation, tone and inflection					
Displays sense of humor					
Displays mature judgment					
Is consistent but fair in personal relationships					
Is persistent but flexible					
Displays concern for others					
Has no distracting or irritating mannerisms					
Other:					
PROFESSIONAL ATTITUDE					
Displays initiative and imagination					
Displays zeal for the profession					
Accepts assignments willingly					
Upholds departmental policies					
Demonstrates a positive relationship with agency staff members					
Accepts suggestions, direction and critical evaluation					
Offers opinions and suggestions at staff meetings					
Other:					

COMMENTS

Space is provided below for additional comments concerning this evaluation. If more space is needed, please attach sheet or use the back of this form.

STUDENT'S COMMENTS:

RATER'S COMMENTS:

SUMMARY OF EVALUATION CONFERENCE:

Rater's Signature Date

Student's Signature Date

Advisor's Signature Date