

FINAL MENTOR EVALUATION

Dear Mentors,

We believe you are the best judge of how well your intern did, so we are asking you to grade the student's work over the past 11 weeks. Thank you for your help.



If you would like to submit online, please go to: www.es-impact.org/wle

Intern's First and Last Name: _____	Mentor's First and Last Name: _____
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A (always), B (usually), C (sometimes), or F (rarely or never)

If you are not sure how to grade your intern on one of the questions, please just skip it.

GRADES	
WORK HABITS	
	The student was on time
	The student was responsible
	The student responded well to feedback
	The student was prepared
	The student concentrated and stayed on task
	The student was helpful
	The student called or emailed in advance about scheduling, issues, lateness, and/or absences
LEADERSHIP SKILLS	
	Critical thinking: the student solved problems on their own and is a critical thinker
	Complete tasks effectively: the student was organized and met deadlines I set for them
	Collaboration: the student worked well with me and other employees
	Communication: the student asked questions, communicated clearly and frequently with me, and is a good writer/speaker
MASTERY OF KNOWLEDGE	
	The student learned the skills I taught them
	The student was able to independently complete work I gave them
OVERALL GRADE FOR YOUR INTERN:	

Please mail or complete online by Friday December 16th.
 For online form, go to www.es-impact.org/wle.
 If mailing, send to Joel Key 2560 Darwin Street, Hayward, CA 94545.

