**EVALUATION FORM**

**of internship completed as part of the degree programme of Eötvös Loránd University, Faculty of Business Economics**

|  |  |
| --- | --- |
| **NAME OF INSTITUTION/COMPANY:** **Headquarters:** **Company registration number:** | **NAME OF STUDENT:** **Neptun ID:** **Name of degree programme:**  |
| **Name of supervisor:** |  |
| **Brief description of the task(s) performed by the student during the internship:** |
| **Evaluation criteria:** | **Please, tick the appropriate box!** |
| **excellent** | **good** | **satisfactory** | **sufficient** | **inadequate** |
| 1. Interest in the job
 |  |  |  |  |  |
| 1. Initiative
 |  |  |  |  |  |
| 1. Comprehension
 |  |  |  |  |  |
| 1. Accuracy
 |  |  |  |  |  |
| 1. Quality of performance
 |  |  |  |  |  |
| 1. Critical thinking
 |  |  |  |  |  |
| 1. Innovative ideas
 |  |  |  |  |  |
| 1. Team spirit (integration at work)
 |  |  |  |  |  |
| 1. Concentration
 |  |  |  |  |  |
| 1. Theoretical knowledge of the student
 |  |  |  |  |  |
| We certify that the student has completed an internship of ….. hours at our organization between …day ..….month ………year and …day ….month ………year in a position recognised as Professional Practice of the abovementioned degree programme.The grade we recommend is:a.) 5 – excellent, b) 4 – good, c.) 3 – satisfactory, d.) 2 – pass, e.) 1 – fail, (Please, circle or underline the appropriate one!) |
| **Dated: ……………………(place), ………(day)………(month)……...(year)** |
| **Signature of supervisor:** |  |
|  | **Official signature of the host organization:****Stamp:** |