### Format progress evaluation MSc Internship

Between eight and ten weeks after the start of your internship, you will be asked to reflect on the progress made in the initial internship plan and formulated personal learning goals, and complete this form together with your host supervisor. You should send the progress evaluation form to your WU supervisor afterwards, to be reflected on during the progress evaluation meeting.

**Progress made in project and planning** (i.e. criteria for Performance on the assessment form: *1 Independence, initiative and creativity, 2 Commitment, perseverance and adaptivity, 3 Receiving and providing feedback, 4 Development of knowledge and skills, , 6 Time management, 7 Performance on research/project tasks, 8 Transfer of (prior) acquired knowledge to the professional context of the internship, 9 Execution of advanced work tasks in the projects, 10 Execution of research / Quality of products* (You can use the rubric for support))

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| Evaluation by student:  Reaction by host supervisor: |

**Progress made in achieving the personal learning goals:** *(i.e.* criterium 5 for Performance on the assessment form: *Work on personal learning outcomes)*

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| Evaluation by student:  Reaction by host supervisor: |

**Impression of your general performance at the internship provider (ask your supervisor and near colleagues):**

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| Strong points and suggestions to strengthen these further:  Improvement points and suggestions: |

**Topics you are going to work on the forthcoming months:**

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| Evaluation by student:  Reaction by host supervisor: |

Overall impression of your internship by the internship host supervisor:

‘The student will be able to finish internship satisfactorily’ Yes / No

(If you hesitate to answer this question positively, please contact your WU supervisor within short notice).

Agreed and signed by

Date: ...........................................................

|  |  |  |
| --- | --- | --- |
| Student |  | Internship (host) supervisor |
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Sent to the WU supervisor on ............ (date).

Note: The responsibility of organising a progress evaluation lies with the student. The outcome should be included in the self-reflection report at the end of the internship. In case there are issues regarding the progress or the completion of the progress evaluation form, please contact your WU supervisor.