

Please complete form, save and email to DeAnna Bonner at [dcbonner@utk.edu](mailto:dcbonner@utk.edu).

## Student Work Report

The Student Work Report form provides Career Services with confidential information about your internship. Please note that your employer does **NOT** have access to this information.

**Please submit two weeks prior to completion of your work assignment.**

### Student Information

Name: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

UT ID # (Not SSN): \_\_\_\_\_ Major: \_\_\_\_\_

Graduation Date: \_\_\_\_\_ Work Term: Fall \_\_\_ Spring \_\_\_ Summer \_\_\_ Year \_\_\_

### Employer Information

Employer Name: \_\_\_\_\_

Location (City & State): \_\_\_\_\_

Supervisor: \_\_\_\_\_ Title: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

### Internship Information

Salary: \_\_\_\_\_ Housing Allowance: \_\_\_\_\_ Relocation Stipend: \_\_\_\_\_

Major Duties/Responsibilities:

Did you attend an orientation and/or training session?

Yes  No

Did you complete any special projects?

Yes  No

If yes, please describe.

Did you make a formal presentation?  
If yes, please describe.

Yes  No

Would you recommend this employer for other students in **your major**?

Yes  No

Would you recommend this employer for students in **other majors**?

Yes  No

If yes, please list majors:

Was the Supervisor's Evaluation Form discussed with you?

Yes  No

Did you discuss the work assignment/your performance with your supervisor?

Yes  No

All things considered, how would you rate this internship assignment?

- Excellent
- Very Good
- Good
- Adequate
- Poor

How would you rate your overall effort during this internship?

- Excellent
- Very Good
- Good
- Adequate
- Poor

Any other comments about your experience?