

Evaluation Form for Overseas Internship Program

Department of Hotel Management, Tainan University of Technology, Taiwan (R.O.C)

Hotel Name		Name of the Student					
Department for Training		Name of the Evaluator					
Duration of the Training Program	<u>06/27/2024</u> (MM/DD/YYYY) to <u>06/25/2025</u> (MM/DD/YYYY)						
Checking Items	Please Check and Score the Following List:						
	No.	Contents	Excellent (10-8)	Good (7.9-6)	Average (5.9-4)	Poor (3.9-2)	Unqualified (1.9-0)
	1	Planning and organizational abilities for the work.					
	2	Professional skills.					
	3	Initiative and active to participate all of the missions.					
	4	The attitude for learning.					
	5	Overall appearance during on duty.					
	6	Highly corporate for teamwork.					
	7	The sense of responsibility.					
	8	Interpersonal and communication skills.					
	9	Attendance record.					
10	Overall performance and efficiency.						
Suggestion to the Student							
Suggestion to the School							
Signature of the Evaluator							
Signature of the Department Chairman							
Signature of the HRM							
Date of the Evaluation							