EASTERN KENTUCKY UNIVERSITY

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PARALEGAL PROGRAMS

LAS 399 Intern Evaluation Form

Attorney: _____ Intern: _____

Address: _____ Date of Internship:

_____ __ Fall __ Spring __ Summer 20___

Phone: ( )_____

Please evaluate the intern by marking an (X) in the appropriate column. This questionnaire is confidential.

PERSONAL CONDUCT	Excellent	Good	Fair	Poor
Appearance (well groomed, neat)				
Attitude				
Teamwork				
Maturity				
Leadership (if applicable)				
Enthusiasm				
Professionalism				

WORK PERFORMANCE	Excellent	Good	Fair	Poor
Punctuality				
Resourcefulness				
Task Completion Time				
Thoroughness				
Assumption of Responsibility				
Oral Expression				
Writing Expression				
Ethical Awareness				
Legal Research				
Critical Reading (Ability to Solve Problem/Complete Tasks Using Legally-Related Readings				

How well would this person perform the day-to-day duties of a professional paralegal?

Extremely well ____ Competently ____ Below Average ____ Poorly ____

(Please comment when an explanation would appear to be helpful.)

Is there any reason you feel this intern is not suited for the paralegal profession? (Character, ethics, lack of adequate skills, etc. Please be specific.)

Please make any additional comments you feel appropriate about the performance of this intern or the EKU Paralegal Program.

Signature: _____

Date: _____

Please return to:
Director, Paralegal Programs
Prof. Lynnette Noblitt at:
lynnette.noblitt@eku.edu