

Form V: Assessment form (PPE internship + research paper)

Academic advisor (PPE staff member): please fill out this form and send to the internship coordinator.

| General information | |
|---|-----------------|
| Name student: | Student number: |
| Name and location internship organization: | |
| Name academic advisor (at the VU): | |
| Name internship mentor (at the organization): | |
| Starting date internship: | |
| Finishing date internship: | |

| Part A. Assessment of internship (50%) | | | | | |
|--|---------------------------------------|----------------------------------|---|--|--|
| Relevance of the internship from a PPE perspective. | very good <input type="checkbox"/> | good <input type="checkbox"/> | amply suff. <input type="checkbox"/> | sufficient <input type="checkbox"/> | insufficient <input type="checkbox"/> |
| Quality of logbook, progress report and internship report | very good <input type="checkbox"/> | good <input type="checkbox"/> | amply suff. <input type="checkbox"/> | sufficient <input type="checkbox"/> | insufficient <input type="checkbox"/> |
| Performance of the student at the internship. | very good <input type="checkbox"/> | good <input type="checkbox"/> | amply suff. <input type="checkbox"/> | sufficient <input type="checkbox"/> | insufficient <input type="checkbox"/> |
| Progress (development) of the student at the internship. | very good <input type="checkbox"/> | good <input type="checkbox"/> | amply suff. <input type="checkbox"/> | sufficient <input type="checkbox"/> | insufficient <input type="checkbox"/> |
| Extent to which learning objectives have been met. | very good <input type="checkbox"/> | good <input type="checkbox"/> | amply suff. <input type="checkbox"/> | sufficient <input type="checkbox"/> | insufficient <input type="checkbox"/> |
| Guideline All criteria should at least be sufficient. Furthermore, the following indication should be used when grading the student: 6 if all aspects are a sufficient (s) 7 if all aspects are amply sufficient (as) (or as opposed to every sufficient there is a good) 8 if all aspects are good (g) (or as opposed to every sufficient there is a very good) 9 if at least 2 aspects are very good (vg) and all other aspects are good 10 if all aspects are very good | | | | | |

| Overall evaluation (based on views of internship guide at the organization) | very good (+1.0) <input type="checkbox"/> | good (+0.5) <input type="checkbox"/> | neutral (+/-0.0) <input type="checkbox"/> | poor (-0.5/1.0) <input type="checkbox"/> | insufficient (have a meeting!) <input type="checkbox"/> |
|---|--|---|--|---|--|
| Grade internship (50%) + motivation | | | | | |
| Grade: | Motivation: | | | | |

For Part B, please turn over →

| Part B. Assessment of research paper (50%) | | | | | |
|---|---------------------------------------|----------------------------------|---|--|--|
| Relevance of the research problem. | very good <input type="checkbox"/> | good <input type="checkbox"/> | amply suff. <input type="checkbox"/> | sufficient <input type="checkbox"/> | insufficient <input type="checkbox"/> |
| Research design and methodology. | very good <input type="checkbox"/> | good <input type="checkbox"/> | amply suff. <input type="checkbox"/> | sufficient <input type="checkbox"/> | insufficient <input type="checkbox"/> |
| Use of sources and data. | very good <input type="checkbox"/> | good <input type="checkbox"/> | amply suff. <input type="checkbox"/> | sufficient <input type="checkbox"/> | insufficient <input type="checkbox"/> |
| Analysis and conclusions. | very good <input type="checkbox"/> | good <input type="checkbox"/> | amply suff. <input type="checkbox"/> | sufficient <input type="checkbox"/> | insufficient <input type="checkbox"/> |
| Use of PPE Style Guide. | very good <input type="checkbox"/> | good <input type="checkbox"/> | amply suff. <input type="checkbox"/> | sufficient <input type="checkbox"/> | insufficient <input type="checkbox"/> |
| Quality of writing | very good <input type="checkbox"/> | good <input type="checkbox"/> | amply suff. <input type="checkbox"/> | sufficient <input type="checkbox"/> | insufficient <input type="checkbox"/> |
| <p>Guideline All criteria should at least be sufficient. Furthermore, the following indication should be used when grading the student:</p> <p>6 if all aspects are a sufficient (s) 7 if all aspects are amply sufficient (as) (or as opposed to every sufficient there is a good) 8 if all aspects are good (g) (or as opposed to every sufficient there is a very good) 9 if at least 2 aspects are very good (vg) and all other aspects are good 10 if all aspects are very good</p> | | | | | |

| Grade research paper (50%) + motivation | |
|--|-------------|
| Grade: | Motivation: |
| | |

| Final grade PPE internship | |
|-----------------------------------|--|
| Grade internship (50%): | |
| Grade research paper (50%): | |
| Final grade: | |

Academic advisor
Signature:

Date:

Seen by internship coordinator
Signature:

Date: