

Seton Hall University School of Law Externship Program

Supervisor Evaluation Form

Evaluations should be completed by attorney supervisors and returned to the student extern for review and feedback. Student externs are responsible for remitting the completed evaluation to the Director of Externship Programs (via Blackboard upload).

NAME OF EXTERN:

NAME OF PLACEMENT:

VERIFICATION OF HOURS WORKED: Please check box

- The above student has worked a minimum of 150 hours during his/her Externship and drafted 20 pages of substantive work product.

Please rate each extern's performance in the following areas by circling a number ranging from 1 ("lowest") to 3 ("highest"). You may attach additional sheets to this evaluation if needed.

PROFESSIONALISM

Lowest

Highest

Reliability/Responsibility

1

2

3

Self-Motivated/Self-Initiative

1

2

3

Cooperative/Responsiveness

1

2

3

Effort/Enthusiasm

1

2

3

LAWYERING SKILLS

Research

1

2

3

Legal Analysis

1

2

3

Writing Skills

1

2

3

Creativity

1

2

3

Judgment

1

2

3

Oral Communication

1

2

3

Able to work Independently

1

2

3

Work Habits/Timeliness

1

2

3

Regular/Appropriate maintenance of timesheets

1

2

3

Comments:

NAME OF SUPERVISOR:

SUPERVISOR'S SIGNATURE: _____