**Suggested structure of Internship Supervisor’s Review**

**Should be filled by the Internship Supervisor from Organization/or CS Faculty**

**Review**

**Of Work Experience Internship Results**

For student \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Group # \_\_\_\_\_\_\_\_\_\_\_\_

National Research University «Higher School of Economics»

 Faculty of Computer Science

Educational programme HSE University and University of London Double Degree Programme in Data Science and Business Analytics

Undergraduate

in \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(indicate the name of the relevant organization[[1]](#footnote-0) or the CS Faculty department where internship was conducted)

|  |  |
| --- | --- |
| Internship Supervisor |  |
|  | *Surname, First name, Patronymic, if any* |
|  |  |
|  | *Position, Academic title if any* |

|  |  |
| --- | --- |
| Internship period (Day/Month/Year)[[2]](#footnote-1) |  |

I am acquainted with the student’s Report on Work Experience Internship Results. The student’s Report contains \_\_\_ pages.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |
| *(Date of acquaintance)* |  | *(Surname, Initials)* |  | *(Signature)* |

During Work Experience Internship, the student performed the following tasks (according to the Individual Internship Assignment, in specific details):

1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
4. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Add your comments on how well the Internship tasks at the Assignment were achieved by the Student.*

*Please brief on the completeness and quality of the Student’s report.*

*Please elaborate on the merits and other internship results of the Student.*

*In conclusion, you can shortly add overall review of the performed work with your evaluation of performance’s quality.*

|  |  |  |
| --- | --- | --- |
| Evaluation criterion | Grade on a 10-point scale[[3]](#footnote-2) | Comment |
| 1. |  |  |
| 2. |  |  |
| 3. |  |  |
| 4. |  |  |
| General conclusion  |  |  |

The Student *<Name, Surname> showed her(him-)self as <elaborate on the Student’s attitude towards Internships task’s performance, comments on personal and professional qualities of the Student, merits, demerits, additional comments>*…

The Internship’s tasks were *<fulfilled/non-fulfilled>.* The Student earned \_\_\_\_ points out of 10.

|  |
| --- |
| Internship Supervisor: |
|  |  |  |  |  |
| *(Company or CS Faculty Department, Position, Academic title if any)* |  | *(Full name)* |  | *(Signature)* |

Please, send your Review from your company’s account to the Student and to the CS Faculty Internships and Projects Centre, e-mail: cppr.cs@hse.ru

|  |  |  |
| --- | --- | --- |
| **Grading Scheme** |  |  |
|  |  |  |
| **ECTS Grades**  | **10-point scale (Exam)** | **5-point scale**  |
| A+ | 10,00 | Excellent |
| A | 9,00 | Very good |
| A –  | 8,00 | Very good |
| B+ | 7,00 | Good |
| B –  | 6,00 | Good |
| C +  | 5,00 | Satisfactory  |
| C –  | 4,00 | Satisfactory  |
| F | 3,00 | Fail |
| F | 2,00 | Fail |
| F | 1,00 | Fail |

1. *Relevant Organization is an outer organization (not CS Faculty of HSE) where a student takes his or her internship according to his or her educational course (field of study).* [↑](#footnote-ref-0)
2. *Internship period is strictly fixed. If you need to change it, please contact your internship coordinator at the Office of DBSA Bachelor’s Programme* ***and*** *your Internship Supervisor* ***to agree on*** *a possibility of changing the internship period.* [↑](#footnote-ref-1)
3. See in the end of the page [↑](#footnote-ref-2)