

**DUQUESNE UNIVERSITY SCHOOL OF LAW
EXTERNSHIP SUPERVISOR'S EVALUATION FORM**

Externship Placement: _____

Field Supervisor(s): _____

Student Extern: _____

2D, 2E, 3D, 3 PTD, 4E, 4PTD (circle one)

LAWYERING SKILLS	Not Applicable	Poor	Fair	Good	Excellent
Legal Knowledge					
Research					
Writing					
Analysis					
Oral Communication					
Interviewing					
Client Counseling					
Investigation					
Negotiation					
Other Skills					
PROFESSIONALISM/ WORK HABITS	Not Applicable	Poor	Fair	Good	Excellent
Client Relations					
Office and Staff Relations					
Professional Ethics					
Initiative					
Judgment					
Thoroughness and Attention to Detail					
Dependability					
Attitude toward Supervision, Criticism					

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STRENGTHS: Please describe the extern’s contributions to your chambers or office, such as the type of projects completed or areas in which the extern showed particular strength or skill:

NEEDS IMPROVEMENT: For each category in which you rated the extern “Poor” or “Fair”, please provide examples or otherwise describe the reason for the rating:

EXTERNSHIP PROGRAM: Do you have any suggestions for improving our externship program in general or ways we might assist you better in the future?

STUDENT FEEDBACK: Although not required we encourage supervisors to review evaluations with students as part of an exit interview. Please check below if you have done so:

_____ I have reviewed this evaluation with the student.

Date: _____

Thank you for participating in the Duquesne University School of Law Externship Program. Please return the completed form to:

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 Pittsburgh, PA 15282
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 (412) 396-5287 fax
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