

Master Internship

Mandatory : to be completed by your internship supervisor and returned before the end of internship to
scpo.carrieres@sciencespo.fr

INTERN

ID (student number) :

Surname et first Name :

School and Master :
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COMPANY

Company:

Name of the supervisor:

Title:

Address:

Postal code: City: Country:

Phone.: E mail:

INTERNSHIP

Starting date / /

Finishing date / /

Description of the intern's activities:

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You have supervised our student during their internship, and we thank you.
This internship is mandatory to obtain the master's degree.

In order to appreciate the work done by the student during the internship, we ask you to please complete the assessment form below.

	A	B	C	D	E
	Expertise	Acquired	Being acquired	Not Acquired	Not tested
Integration of the intern into the host organization					
Assiduity / punctuality	☐	☐	☐	☐	☐
Adaptation / integration	☐	☐	☐	☐	☐
Eloquence	☐	☐		☐	☐
Relationship skills	☐	☐	☐	☐	☐
Adaptation to corporate culture	☐	☐	☐	☐	☐
Adaptation to a multicultural environment	☐	☐	☐	☐	☐
Aptitudes and professional skills mobilized					
Understanding of the tasks assigned	☐	☐	☐	☐	☐
Analytical skills (data, information...)	☐	☐	☐	☐	☐
Listening skills	☐	☐	☐	☐	☐
Ability to apply academic knowledge	☐	☐	☐	☐	☐
Capacity of synthesis/writing	☐	☐	☐	☐	☐
Ability to identify problems	☐	☐	☐	☐	☐
Organizational skills	☐	☐	☐	☐	☐
Reliability / rigor	☐	☐	☐	☐	☐
Autonomy	☐	☐	☐	☐	☐
Ability to propose solutions	☐	☐	☐	☐	☐
Sense of initiative	☐	☐	☐	☐	☐
Ability to work in a team	☐	☐	☐	☐	☐
Ability to implement recommendations	☐	☐	☐	☐	☐
Working in a foreign language	☐	☐	☐	☐	☐
Languages spoken during the internship.....					
General assessment of the intern	☐	☐	☐	☐	☐

GLOBAL ASSESSMENT OF THE INTERN'S ACHIEVEMENTS

This image shows a full page of white paper with horizontal dotted lines. The lines are evenly spaced and run across the width of the page, providing a guide for handwriting practice. There are no margins, text, or other markings on the page.

NOTE : The assessment form must be completed and signed before returning.

Date:

Signature of the internship supervisor:

Stamp of the host organization **MANDATORY**

We are reaching out to better understand your expectations regarding digital skills. Your input would be a valuable asset in enriching our understanding of the professional realities faced by our students and future graduates. Your responses will help us develop support mechanisms tailored to the actual needs of your line of work and continuously improve our training programs.

Did the Sciences Po student demonstrate the digital skills required by your company/host organization?

- ☐ Completely
- ☐ Only some skills
- ☐ Not at all

Did the intern use generative artificial intelligence in the tasks assigned?

- ☐ Yes, regularly
- ☐ Yes, occasionally
- ☐ No

For what purposes? (Multiple answers possible):

- ☐ Content writing
- ☐ Document summarisation
- ☐ Translation
- ☐ Visual content creation
- ☐ Data analysis
- ☐ Code generation
- ☐ Information retrieval
- ☐ Task automation
- ☐ Decision-making support
- ☐ Other (please specify with a few concrete examples)

If not, why? (Multiple answers possible):

- ☐ Lack of knowledge of the tools
- ☐ Ethical concerns
- ☐ Issues with accuracy and reliability
- ☐ Confidentiality concerns
- ☐ Use prohibited by company/host organisation policy
- ☐ Tools were not relevant to the tasks assigned
- ☐ Other (please specify)

Among the following digital practices and tools, which ones impact the roles of interns and future young graduates? (Multiple answers possible):

- ☐ Working with big data
- ☐ Compliance with personal data regulations
- ☐ Remote communication tools
- ☐ Project management software
- ☐ Computer programming
- ☐ Cybersecurity
- ☐ Data visualisation
- ☐ Other

In general, which skill(s) did the student master the best?

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In general, which skill(s) would you recommend the student to develop to support the success of their early professional career?

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