

# Appendix A-4 Professional Disposition

Please return this form within 10 days to the Internship Coordinator (please circle), Unit #9402(EXS), 9401 (OE), College of Education & Behavioral Sciences Main Office (HMS, PSYC, SOC). An online web form can be found at [www.bhsu.edu/InternshipsBS](http://www.bhsu.edu/InternshipsBS).

Rating Scale: 4=consistently; 3=most of the time; 2=occasionally; 1=rarely; 0=never; n/o=not observed

Candidate Information		
Student Name:	ID#:	Majors/Minors:
Professional Conduct	The student...	Rating
Responsible	Is present, punctual, and prepared for class	4 3 2 1 0 n/o
	Completes assigned tasks that demonstrate high personal standards and best effort.	4 3 2 1 0 n/o
	Models professional attire and personal hygiene	4 3 2 1 0 n/o
	Models educated language and behavior	4 3 2 1 0 n/o
	Recognizes her/his professional responsibility by being actively engaged in class	4 3 2 1 0 n/o
Accountable	Complies with university, program, and offsite policies and procedures.	4 3 2 1 0 n/o
	Maintains professional relationships	
Confidential	Maintains confidentiality of personal information	4 3 2 1 0 n/o
Competent	Demonstrates competence in knowledge and skills in his/her field of study	4 3 2 1 0 n/o
Confident	Shows respect for individuals	4 3 2 1 0 n/o
	Displays a positive, enthusiastic attitude towards the discipline	
Caring	Believes all people matter and can learn	4 3 2 1 0 n/o
	Respects others as individuals with differing personal and family backgrounds and various skills, talents, and interests	
Evaluator Information		
Evaluator Name:	Date:	<input type="checkbox"/> Candidate (self-evaluation) <input type="checkbox"/> BHSU Professor <input type="checkbox"/> Other (this is to document disposition of concern)
Evaluator Signature:		
For Office Use Only: Recommendation for Admission to BHSU SBS Internship		
<input type="checkbox"/> Yes <input type="checkbox"/> Yes with reservations (specific comments required) <input type="checkbox"/> No (specific comments required)	Comments (use back side, if necessary):	