

Internship Evaluation for [Student's Name]

Date: [Date]

To Whom It May Concern,

We are pleased to provide this evaluation for [Student's Name], who completed an internship with [Non-Profit Organization's Name] from [Start Date] to [End Date]. During their time with us, [Student's Name] demonstrated a strong commitment to our mission and contributed significantly to our projects.

Performance Assessment

Throughout the internship, [Student's Name] exhibited the following qualities:

- **Professionalism:** Always punctual and reliable.
- **Skills:** Proven ability to [specific skills or tasks performed].
- **Team Collaboration:** Worked effectively with team members and volunteers.
- **Initiative:** Took the initiative to [specific example].
- **Communication:** Communicated clearly and helped facilitate meetings.

Conclusion

In summary, we were very impressed with [Student's Name]'s contributions to our organization. We believe they have developed valuable skills that will serve them well in their future endeavors. We wish them all the best in their career paths.

Should you require any further information, please feel free to contact us at [Contact Information].

Sincerely,

[Your Name]

[Your Position]

[Non-Profit Organization's Name]

[Contact Information]