



4. List at least 4 **personal learning goals** achievable in your internship assignment. After each goal, state the specific steps, strategies and actions that will enable you to achieve that goal.  
Example: Develop a significant relationship with at least 3 people.  
Steps: 1) Meet for coke at least once every two weeks  
2) Invite the person to my place once every month. Etc.

5. Have there been any “surprises” for you in the early stages of your internship?

6. Is there anything that I can do to be of assistance to you in your assignment?

**Mail to:** Director of Service Learning, Columbia Bible College  
2940 Clearbrook Rd, Abbotsford, B.C. V2T 2Z8 or **Fax to:** 604-853-3063  
**E-mail:** [doug.epp@columbiabc.edu](mailto:doug.epp@columbiabc.edu)

# INTERN'S MONTHLY PROGRESS REPORT

Second Report

Date Due: \_\_\_\_\_ Date Submitted: \_\_\_\_\_

Interns Name: \_\_\_\_\_

Internship Placement: \_\_\_\_\_

1. The weekly meetings with my Supervisor have been:  
 very helpful       moderately helpful       not very helpful  
 not helpful at all       there were no meetings

2. What have you learned from these sessions? Give one or two examples.

3. List the responsibilities given in the Learning Contract that you have carried out to this point and rate your effectiveness:

A = exception performance with mature insight, understanding and creativity.

B = performance with substantial insight, understanding and creativity.

C = consistent performance reflecting a basic level of understanding and development.

D = performance at a level which reveals significant limitations in skill or maturity.

E = unsatisfactory performance.

<b>Responsibilities:</b>	<b>Effectiveness Rates:</b>	<b>Remarks:</b>
_____	(circle one) <b>A B C D E</b>	_____
_____	<b>A B C D E</b>	_____
_____	<b>A B C D E</b>	_____
_____	<b>A B C D E</b>	_____
_____	<b>A B C D E</b>	_____

4. What difficulties have you encountered in your assignment that has been especially

challenging to you?

5. What is one specific thing the Lord has been teaching you through your personal devotional times?

6. Rate yourself using the following scale: 5 = Excellent 4 = Good 3 = Fair  
2 = Needs Improvement 1 = Unsatisfactory

	<b>(circle one)</b>				
	5	4	3	2	1
Evaluate your present level of dependability	5	4	3	2	1
Evaluate your punctuality	5	4	3	2	1
Evaluate your relationships to others	5	4	3	2	1
Evaluate your response to authority	5	4	3	2	1
Evaluate your level of self-discipline	5	4	3	2	1

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# INTERN'S MONTHLY PROGRESS REPORT

Fourth Report

Date Due: \_\_\_\_\_ Date Submitted: \_\_\_\_\_

Interns Name: \_\_\_\_\_

Internship Placement: \_\_\_\_\_

1. Have you faced any challenges or difficulties in your relationships - with your supervisor, co-workers, or those whom you are serving? Describe the nature and how you are working through those.

2. Describe in general terms the quality of your relationship with your supervisor. What are some significant things you have learned from your interactions and observations?

3. Are there any areas in your life or your internship where you want to see improvement?

4. What steps do you plan to take to see that improvement achieved?

5. What has been the most fulfilling part of your internship experience to this point?

6. What changes, if any, need to happen for your experience in this internship to be more satisfying?

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