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|  | **FIELD SUPERVISOR’S FINAL REPORT** | If you have questions, please contact:  Matthew McGovern  Director of Experiential Learning  Villanova University  Charles Widger School of Law  610-519-3893  mcgovern@law.villanova.edu |

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| **Part I: Preliminary Information** | | | | | |
| **STUDENT LAWYER - EXTERN’S NAME** | | | **TERM** | | |
|  | | | Summer  Fall  Spring Year: | |  |
| **NAME OF PLACEMENT *(For judicial externships, please include the Judge’s full name and court)*** | | | | | |
|  | | | | | |
| **FIELD INSTRUCTOR’S NAME** | | **PHONE** | | **EMAIL** | |
|  | |  | |  | |
| **Part II: Evaluation of Extern’s Performance** | | | | | |
| Please provide a description of the work performed by the extern: | | | | | |
|  | | | | | |
| **1.** **Ability to Analyze** (identification and analysis of issues, use of legal authority, ability to marshal relevant facts): | | | | | |
| Excellent  Good  Fair  Poor  N/A | **EXAMPLES/COMMENTS:** | | | | |
|  | | | | |
| **2.** **Judgment and Professionalism** (sense of the practical significance or relevance of facts and legal principles, setting priorities, meeting deadlines, expeditious performance in the absence of a specific deadline, allocating of work effort to priority issues): | | | | | |
| Excellent  Good  Fair  Poor  N/A | **EXAMPLES/COMMENTS:** | | | | |
|  | | | | |
| **3. Writing Ability** (clarity, cogency, precision, organization, conciseness): | | | | | |
| Excellent  Good  Fair  Poor  N/A | **EXAMPLES/COMMENTS:** | | | | |
|  | | | | |
| **4. Oral Communication** (ease of speaking, articulateness, organization of thoughts): | | | | | |
| Excellent  Good  Fair  Poor  N/A | **EXAMPLES/COMMENTS:** | | | | |
|  | | | | |

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| --- | --- | --- | --- |
| **5. Imagination and Resourcefulness** (originality, initiative in suggesting an approach or format for treatment of the problem, use of secondary or unconventional source materials): | | | |
| Excellent  Good  Fair  Poor  N/A | | **EXAMPLES/COMMENTS:** | |
|  | |
| **6. Other:** |  | | |
| Excellent  Good  Fair  Poor  N/A | | | **EXAMPLES/COMMENTS:** |
|  |
| **7. In what area(s) did the extern show the greatest improvement?** | | | |
|  | | | |
| **8. What do you consider to be the most important area for the student to continue working on going forward?** | | | |
|  | | | |
| **Overall, I rate the extern’s performance in this externship as:**  Excellent  Good  Fair  Poor | | | |
| **9. Do you have any suggestions for things the Law School could do to better prepare students to excel in their work and make the most of the learning experience your externship provides?** | | | |
| I discussed/reviewed this Final Report with the extern on: | | | |
| **EXTERN’S COMMENTS:** | | | |
|  | | | |
| **Part IV: Signatures** | | | |
| Extern: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_  Field Supervisor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_ | | | |
| **Thank you for taking the time to supervise our student in an externship and for providing your feedback on the student’s performance. Please give this form to the student, who will submit it to the Law School.** | | | |