

Department of Political Science  
Eastern Michigan University  
Ypsilanti, MI 48197

Dear Colleague:

The semester at Eastern Michigan University is drawing to a close, as is the Public Administration/Political Science Internship Program. I would appreciate it if you would take the time to complete the enclosed evaluation form for your intern. Your evaluation and comments will be important in assigning a final grade for the student, along with my assessment of the intern's journal and seminar participation. Hence, I will need the evaluation no later than \_\_\_\_\_.

I want to thank you for working with us in the internship program. As you know, the real measure of success of the learning process in the internship is your commitment to an educational experience for the student, and the corresponding commitment of energy and time in directing and supervising the intern. I hope the experience has been rewarding for you as well and that you will continue your participation in the program with us.

If I can provide any additional information or answer any questions, please don't hesitate to call at (734) 487-0058, leave a message at 487-3113 or email me at [Raymond.Rosenfeld@emich.edu](mailto:Raymond.Rosenfeld@emich.edu). Evaluations should be mailed directly to the address noted on the evaluation form and are kept confidential. Feel free to share your assessment with the intern before submission as you see fit.

Sincerely,

A handwritten signature in black ink that reads "Raymond A. Rosenfeld". The signature is written in a cursive, flowing style.

Raymond A. Rosenfeld  
Professor of Political Science  
Internship Director