Graduate Assistant Evaluation Form

Complete this form, sign, and turn in to the Graduate Secretary. Deadline: February 15.

Student: 

Faculty Member: 

Term of Appointment: ☐ Fall ☐ Spring ☐ Summer I ☐ Summer II

1. Please indicate the amount of time the student was allocated to you: hours per week

2. What were the student’s responsibilities? ☐ Teaching ☐ Research ☐ Other

3. Please indicate the types of exercises that the student graded (if applicable):

☐ Multiple choice tests ☐ Short answer tests ☐ Essay tests ☐ Research papers

☐ Homework assignments ☐ Other

4. Please indicate the student’s additional class-related responsibilities:

☐ Lead discussion sections ☐ TA Group meetings ☐ Deliver lecture in the large class

☐ Prepare tests/test questions ☐ Hold office hours ☐ Other

5. Please indicate the students research responsibilities:

☐ Library search/retrieval ☐ Literature reviews ☐ Data gathering/coding

☐ Data analysis ☐ Other:

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Assessment

Please rate this student’s overall performance:
☐ Excellent  ☐ Good  ☐ Fair  ☐ Poor

Should this student continue to receive financial support based on his/her assistanship performance?
☐ Definitely  ☐ If possible  ☐ No

This student could:
☐ Teach his/her own class  ☐ Lead discussion sections  ☐ Serve as a grader

Signature  Date

Use this space to comment on the student’s work, including such matters as initiative, punctuality, cooperation, and the like.