

**Department of Geological and Environmental Sciences
TA Evaluation Form**

TA name: _____

Your name: _____

Course: _____

Semester: _____

Date: _____

Overall rating (circle): Outstanding Satisfactory Need Improvement Poor

Performance Criteria	Rating (Circle)	Comments
Adheres to all University policies, regulations, directives, guidelines, and student codes.	Outstanding Satisfactory Needs improvement Poor	
Attends and participates in all course-related meetings as required by the supervising course instructor and/or head TA.	Outstanding Satisfactory Needs improvement Poor	
Attends and assists with class sessions (beyond the assigned lab sections), as required by the supervising course instructor and/or head TA.	Outstanding Satisfactory Needs improvement Poor	
Communicates any absences to the supervising course instructor and/or head TA, and arranges for a substitute should a class session need to be missed.	Outstanding Satisfactory Needs improvement Poor	
Starts and ends all class sessions on time.	Outstanding Satisfactory Needs improvement Poor	
During class sessions, interacts with students in a positive, ethical, attentive, and professional manner.	Outstanding Satisfactory Needs improvement Poor	
Grades student work consistently and fairly, and returns all work in a timely fashion.	Outstanding Satisfactory Needs improvement Poor	
Posts office hours and is available to help students at the stated office hours.	Outstanding Satisfactory Needs improvement Poor	

If a specific criteria does not apply to this course or TA assignment, please write NA in the comment box.