

Evaluation of Graduate Assistants

Date signed evaluation due: _____ . **Please Return to** _____

The Collective Bargaining Agreement states that each graduate assistant shall be evaluated in writing for each contract offered which is one semester or longer. The evaluation is to cover the assigned duties and responsibilities as are appropriate to the assignment. It is to be discussed with the employee(graduate student) and then signed by the person performing the evaluation. The employee shall be given the opportunity to sign the document and may attach a concise comment to the evaluation, if desired. The evaluation shall then be placed in the employee's evaluation file and a copy given to the graduate student.

Supervisor:

Date:

Graduate Assistant:

Course:

Duties: _____

The above named student has been working under your supervision this semester. Please indicate the quality of the student's activities.

SUPERIOR

SATISFACTORY

UNSATISFACTORY

Please add your comments on this person's knowledge of the material covered, dependability, ability to deal with students and any other information that might be helpful, as this information may be used for awarding future assistantships.

SUPERVISOR'S COMMENTS: (Do not leave this blank.)

Knowledge of subject:

Dependability and Teaching skills:

Other comments (web skills, etc.)

I _____ do or _____ do not recommend that this student receive a teaching assistantship in the future.

GRADUATE STUDENT'S COMMENTS (Optional):

Grad Assistant Signature

Date

Supervisor Signature

Date