

## Graduate Assistant Evaluation

Name: \_\_\_\_\_ Job Title: \_\_\_\_\_

Appointment Period: \_\_\_\_\_

Key  
 U = Unsatisfactory  
 NI = Needs Improvement  
 S = Satisfactory

<b>Job Performance</b>	<b><u>U</u></b>	<b><u>NI</u></b>	<b><u>S</u></b>
Quality of work	1	2	3
Timeliness of task completion	1	2	3
Focused on assignments	1	2	3
Takes initiative in getting things done	1	2	3
Makes suggestions for improvement	1	2	3
Works well with other staff	1	2	3
Punctuality for work/follows work schedule	1	2	3
Overall	1	2	3

Comments:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

This evaluation has been reviewed by the graduate assistant and supervisor.

\_\_\_\_\_  
 Supervisor Signature                      Date

\_\_\_\_\_  
 Graduate Assistant Signature                      Date

## Teaching Assistant Course Evaluation

Name: \_\_\_\_\_

Course taught: \_\_\_\_\_

Department: \_\_\_\_\_

Semester: \_\_\_\_\_

A = Strongly agree

B = Agree

C = Undecided

D = Disagree

E = Strongly Disagree

OR USE

S = Satisfactory

NI = Needs Improvement

U = Unsatisfactory

NA – Not Applicable

- \_\_\_ 1. The teaching assistant had a dedication to and enthusiasm for the subject being taught.
- \_\_\_ 2. The teaching assistant appeared to be prepared for class.
- \_\_\_ 3. The teaching assistant completed all tasks in a timely manner.
- \_\_\_ 4. The course was well organized.
- \_\_\_ 5. The teaching assistant was effective in teaching the subject matter in the course.
- \_\_\_ 6. The teaching assistant sought advice timely and appropriately from faculty mentor.
- \_\_\_ 7. The teaching assistant presented (communicated) the material clearly.
- \_\_\_ 8. When the teaching assistant sensed the class was confused, attempts were made to clear up the confusion.
- \_\_\_ 9. The teaching assistant took the initiative in getting things done
- \_\_\_ 10. Overall, I would evaluate this course as excellent.

Comments:

This evaluation has been reviewed by the graduate assistant and faculty mentor or supervisor.

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Faculty mentor/supervisor signature

date

Teaching assistant signature

date

For faculty mentor/supervisor only: Please comment on how the results of this evaluation may be used to improve the effectiveness of this teaching assistant or of other teaching assistants in your program: