



Graduate Assistant Evaluation Form



Name of Graduate Assistant: _____

Evaluator: _____

Evaluation: Term _____ Date _____

The graduate assistant(s) will be evaluated a minimum of two (2) times per academic year. There may be additional evaluations if the faculty member identifies the need. If a graduate assistant receives a rating of 5-6 in ANY area, he/she should consider this rating as indicating that he/she needs major improvement. Consecutive 7-8 ratings in an academic year will result in possible termination for the following season.

1	2	3	4	5	6	7	8
excellent		competent		needs improvement		poor	

- _____ 1. Enthusiasm
- _____ 2. Promptness
- _____ 3. Creativity
- _____ 4. Dependability
- _____ 5. Time management/organization
- _____ 6. Ability to take direction
- _____ 7. Ability to take criticism
- _____ 8. Tact
- _____ 9. Communication skills
- _____ 10. Ability to maintain confidentiality
- _____ 11. Knowledge of referral sources
- _____ 12. Willingness to learn new skills
- _____ 13. Completion of tasks completely and accurately

Overall Rating: _____

Recommendations: _____

I have read the evaluation. _____

Graduate Assistant Signature