**DEPARTMENT OF ECONOMICS**

**TEACHING / RESEARCH ASSISTANT**

**PERFORMANCE EVALUATION FORM**

**Complete this form in-person with the faculty member you have worked with this term.**

**Return the form to the Economics Graduate office.**

Name of Assistant:

Course(s) in which student assisted:

How many hours per week (on average) were required?

How many weeks did the student perform his/her duties?

Provide a brief overview of duties performed.

Please rate the performance by entering a () in the appropriate box.

The assistant is requested to initial each rating to indicate his/her understanding and acceptance of how this evaluation was made.

**5 = Excellent 4 = Very Good 3= Acceptable 2 = Below Average 1 = Unacceptable**

**N/A = Insufficient opportunity to observe**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Rating Category** | **5** | **4** | **3** | **2** | **1** | **N/A** | **TA/RA Initials** |
| Reliability & Responsibility |  |  |  |  |  |  |  |
| Punctuality (returning marked papers, etc.) |  |  |  |  |  |  |  |
| Grading Midterms |  |  |  |  |  |  |  |
| Grading Assignments |  |  |  |  |  |  |  |
| Office Hours |  |  |  |  |  |  |  |
| Proctoring |  |  |  |  |  |  |  |

**Instructor's comments:**

*Instructor’s Signature: Date:*

**Assistant's comments:**

The instructor has reviewed this evaluation with me. I understand and accept this performance evaluation.

*TA’s Signature: Date:*