GRADUATE TEACHING ASSISTANT TERM PERFORMANCE EVALUATION
DUE: LAST DAY OF EACH TERM OF APPOINTMENT

Graduate Teaching Assistant (GTA) Name:          GID:          Date: 
Home Department:                     Degree Type: 
Supervisor’s Name:                          Supervisor’s Department: 
Course #/ Title:                                No of Students Enrolled: 
Term (Fall or Spring):           Year:                       Appointment Percentage 
[ ] 100% GTA  [ ] 50% GTA, 50% GRA 
Previous GTA Training/GTA Teaching Experience (Check one): [ ] None  [ ] Some  [ ] Extensive 
Student attended GTA orientation:  [ ] Yes  [ ] No  If yes, by:  [ ] Grad School  [ ] Department  When: 
Were the expectations made known to the GTA?  [ ] Yes  [ ] No 
If yes:  When: 
Were expectation written: ?  [ ] Yes  [ ] No

TEACHING CATEGORY (Check one below):
PRINCIPAL LECTURER (Primary responsibility for course).................................
ASSISTANT LECTURER (Lecturer under supervision).................................
RECITATION/DISCUSSION (Recitation or discussion sections only)..................
LABORATORY (Teaching lab or practicum only)........................................
SCORING (Scoring or grading with little and/or no direct class contact)........
TUTORING (Tutoring with no direct class contact).....................................
OTHER (Name any other category) .............................................

SUPERVISOR’S EVALUATION (Provide a rating for only those functions that apply to the GTA. Otherwise select N/A.)

TEACHING FUNCTIONS
<table>
<thead>
<tr>
<th>Mastery of subject matter</th>
<th>SUPERIOR</th>
<th>SATISFACTORY</th>
<th>UNSATISFACTORY</th>
<th>N/A</th>
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<tbody>
<tr>
<td>Preparation for class</td>
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<tr>
<td>Quality of lectures (with supervision)</td>
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<tr>
<td>Clarity of presentation</td>
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<tr>
<td>Professional demeanor &amp; appearance</td>
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<tr>
<td>Verbal communication skills</td>
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<tr>
<td>Appropriateness of interactions with students</td>
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<tr>
<td>Punctuality</td>
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<td>Reliability/Dependability</td>
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<tr>
<td>Ability to teach independently</td>
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<tr>
<td>Maintenance of class records</td>
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<tr>
<td>Grading of papers, exercises, quizzes, &amp; exams</td>
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<td>Construction of quizzes and exams</td>
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<tr>
<td>Class/laboratory demonstrations</td>
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<tr>
<td>Laboratory/studio/recitation instruction</td>
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<td>Holding of office hours</td>
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<td>Other (specify below)</td>
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OVERALL EVALUATION
(Provide specific comments on page 2)
OVERALL EVALUATION COMMENTS

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SUPPLEMENTAL COMMENTS (For example, an action plan to address concerns or comments provided by the GTA)

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NOTE: THIS GRADUATE TEACHING ASSISTANT PERFORMANCE EVALUATION FORM IS TO BE UPLOADED TO THE GRADUATE SCHOOL’S BOX FOLDER.

This evaluation has been prepared by me. ______________________________________ ___________

Supervisor (Signature) Date

This evaluation has been discussed with me. ______________________________________ ___________

Graduate Teaching Assistant (Signature) Date