



School of Communication, PhD Assistantship Evaluation Form

Academic Year 2014-2015

Instructions: Please complete a separate form for each PhD student under your supervision since May 2014.

Student:		Responsibility:	TA	Mentor	RA	Administration
Faculty supervisor:		Hours/week:	5	10	20	Other:
		Semester:	Fall	Spring		Summer

Please provide a description of the specific duties the student performed:

	Always	Almost always	Typically	Rarely	Never	No basis for evaluation
The student/student's:						
<u>Met your general expectations</u> for a graduate assistant						
<u>Completed tasks assigned</u>						
<u>Completed tasks assigned accurately</u>						
<u>Completed tasks assigned in a timely manner/on deadline</u>						
<u>Knowledge level</u> met your expectations						
<u>Analytic skills</u> met your expectations						
<u>Organizational skills</u> met your expectations						
<u>Oral communication skills</u> met your expectations						
<u>Written communication skills</u> met your expectations						
<u>Related well</u> to others						
<u>Displayed leadership skills</u>						
<u>Showed initiative</u>						
<u>Displayed integrity</u>						

Please answer the following questions based on the student's assistantship performance.

If given an opportunity to work with this student again, would you want to do so?

Yes	Probably	Probably not	No
Yes	Probably	Probably not	No

If asked to write a first-job recommendation letter for this student, would you do so?

Please provide any additional comments about the student's assistantship performance.

Supervisor signature

Date