

Department of Mechanical Engineering
Graduate Assistant Performance Evaluation

Employee (Last, First)

Supervisor

Duties (RA/TA)

Term/Year

WORK PERFORMANCE:

Satisfactory

Official Concern

If official concern is cited, options for remediation must be communicated in writing as an addendum to this form. A copy of this form with addendum should be forwarded through the Dean to Human Resources in the Office of the Dean of the Faculties.

COMMENTS:

Written comments are helpful for the student, even if performance is satisfactory.

Supervisor's Signature

Date

Employee's Signature

Date

Has this evaluation been discussed with the employee?

Yes

No (attach explanation)