

**Instructions:** *At the end of every semester, or at the end of the work assignment, use this form to provide each student employee with an evaluation of his or her performance.*

Student Name: \_\_\_\_\_ Date of Review: \_\_\_\_\_  
 Department: \_\_\_\_\_ Dates of Employment: \_\_\_\_\_

1. Attendance	Above Standard <input type="checkbox"/>	Standard <input type="checkbox"/>	Needs Improvement <input type="checkbox"/>
2. Public Contact	Above Standard <input type="checkbox"/>	Standard <input type="checkbox"/>	Needs Improvement <input type="checkbox"/>
3. Quality of Work Performed	Above Standard <input type="checkbox"/>	Standard <input type="checkbox"/>	Needs Improvement <input type="checkbox"/>
4. Accepts Direction	Above Standard <input type="checkbox"/>	Standard <input type="checkbox"/>	Needs Improvement <input type="checkbox"/>
5. Accepts Responsibility	Above Standard <input type="checkbox"/>	Standard <input type="checkbox"/>	Needs Improvement <input type="checkbox"/>
6. Overall Performance	Above Standard <input type="checkbox"/>	Standard <input type="checkbox"/>	Needs Improvement <input type="checkbox"/>

Strengths: \_\_\_\_\_  
 \_\_\_\_\_

Weaknesses: \_\_\_\_\_  
 \_\_\_\_\_

I would recommend this student for re-hire and/or for appointment to another position on campus.      Yes      No

Comments: \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_  
 Reviewer's Signature

\_\_\_\_\_  
 Student's Signature