



GTA Performance Assessment Form

(To be completed by the GTA's Faculty Supervisor)

At the end of each semester in which a student is employed as a GTA, the student's faculty GTA supervisor will meet with the student and complete the GTA Performance Assessment Form. These assessments are intended to facilitate and document the mentoring of graduate student teachers, promoting a review and discussion of the strengths and weaknesses in the student's performance in preparation for future employment.

Department/Program/Unit: _____ Date: _____

Student's Name: _____ UCFID: _____

Student's Faculty Supervisor: _____

GTA Assignment: _____

- Graduate Teaching Associate (9183) Graduate Teaching Assistant (9184) Graduate Teaching Assistant-Grader (9187)

Semester/Year: _____

Faculty Supervisor's Assessment

Rate the GTA's performance of functions for which he/she has been responsible.

Table with 5 columns: Responsibilities/Performance Factors, Low, Acceptable, High, N/A. Rows include: Mastery of subject matter, Class records and organization, Constructing exams, Grading exams, papers, exercises, Preparation for class/other assignments, Teaching, Stimulation of interest in the course, Facilitation of learning, Laboratory/studio instruction, Speaking fluency, Professional demeanor and appearance, Office hours/student contact, Overall performance assessment (required).

Additional Faculty Supervisor Comments: _____

Faculty supervisor and the teaching assistant should discuss this assessment prior to signing. The student may attach a written response.

I have reviewed the student's performance and have/will discuss this assessment with the teaching assistant.

Faculty Supervisor: _____ Date: _____

Please attach the completed form to the GTA Performance Assessment eForm in PeopleSoft. Once the eForm is submitted, the student will receive an email notifying him/her that the form is available in their myUCF Student Center.