



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.

## GTA Performance Assessment Form

[To be completed by the GTA's Faculty Supervisor]

Department/Program/Unit: \_\_\_\_\_ Date: \_\_\_\_\_

Student's Name: \_\_\_\_\_ Student's UCF ID: \_\_\_\_\_

Student's Faculty Supervisor: \_\_\_\_\_ Supervisor's UCF ID: \_\_\_\_\_

Semester/Year: \_\_\_\_\_

Student's Assignment(s) During the Period of Assessment:

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

Course Prefix	Number	Section

### Faculty Supervisor's Assessment

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

Responsibilities/Performance Factors	Ratings			
	Low	Acceptable	High	N/A
Mastery of subject matter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Class records and organization	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Constructing exams	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Grading exams, papers, exercises	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Preparation for class/other assignments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Teaching <input type="checkbox"/> independent <input type="checkbox"/> supervised	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stimulation of interest in the course	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Facilitation of learning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Laboratory/studio instruction	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Speaking fluency (English as a second language)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Professional demeanor and appearance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Office hours/student contact	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Overall performance assessment (required)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Additional Faculty Supervisor Comments:

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

Student: \_\_\_\_\_ Date: \_\_\_\_\_

Faculty Supervisor: \_\_\_\_\_ Date: \_\_\_\_\_

Send the completed form to the UCF College of Graduate Studies in Millican Hall 230, fax 407-823-6442 or gradassistantship@ucf.edu