



WESTERN MICHIGAN UNIVERSITY

Department of  
**Political Science**

**Graduate Assistant Evaluation Form**

Complete this form, sign, and turn in to the Graduate Secretary. Deadline: February 15.

Student :

Faculty Member:

Term of Appointment: ☐ Fall ☐ Spring ☐ Summer I ☐ Summer II

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1. Please indicate the amount of time the student was allocated to you: \_\_\_\_\_ hours per week

2. What were the student's responsibilities? ☐ Teaching ☐ Research ☐ Other

3. Please indicate the types of exercises that the student graded (if applicable):

☐ Multiple choice tests ☐ Short answer tests ☐ Essay tests ☐ Research papers

☐ Homework assignments ☐ Other

4. Please indicate the student's additional class-related responsibilities:

☐ Lead discussion sections ☐ TA Group meetings ☐ Deliver lecture in the large class

☐ Prepare tests/test questions ☐ Hold office hours ☐ Other

5. Please indicate the students research responsibilities:

☐ Library search/retrieval ☐ Literature reviews ☐ Data gathering/coding

☐ Data analysis ☐ Other:

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### Assessment

Please rate this student's overall performance:

☐ **Excellent**    ☐ **Good**                      ☐ **Fair**                      ☐ **Poor**

Should this student continue to receive financial support based on his/her assistanship performance?

☐ **Definitely**    ☐ **If possible**    ☐ **No**

This student could:

☐ **Teach his/her own class**    ☐ **Lead discussion sections**    ☐ **Serve as a grader**

Signature

Date

Use this space to comment on the student's work, including such matters as initiative, punctuality, cooperation, and the like.