Colorado State University Pueblo
FINANCIAL AID
2200 BONFORTE BLVD.
PUEBLO, COLORADO 81001-4901
(719) 549-2753 fax:(719) 549-2088

Student Employee Performance Evaluation

Student name: _____ **NetID:** _____

Department/College: _____ **Cost Center:** _____

Wage Level/Rate: _____ **Position Number:** _____

Evaluate the student's performance in each of the categories listed below. If you have specific instructions such as to end date or delete a contract, please indicate that below:

5-Outstanding **4-Above Average** **3-Average** **2-Below Average** **1-Unsatisfactory**

		5	4	3	2	1
Quality of work:	Ability to do satisfactory work following specific procedures	☐	☐	☐	☐	☐
Quantity of work:	Volume of work done in specified time following specific standards	☐	☐	☐	☐	☐
Work attitude:	Degree of enthusiasm and willingness with which one performs work	☐	☐	☐	☐	☐
Comprehension:	Knowledge and familiarity with job	☐	☐	☐	☐	☐
Reliability:	Job completion, ability to get things done, conscientiousness	☐	☐	☐	☐	☐
Dependability:	Punctuality and reliability in attendance	☐	☐	☐	☐	☐
Initiative:	Interest in assuming added responsibilities	☐	☐	☐	☐	☐
Professionalism:	Conducts oneself in a dignified and business-like manner	☐	☐	☐	☐	☐

General Comments: _____

Recommendation:

☐ Willing to re-hire in the future

☐ Student will <u>not</u> be re-hired at this time.

End Date or Deleting contract:

☐ Yes, end date for: _____

☐ No

_____ _____

Supervisor Signature Date Student Signature Date

Office Use Only

_____

SFS Signature Date Academic Year

Revised
10/2021