



### Student Employee Performance Evaluation

Student name:  PID:

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 in the general comments:

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

**General Comments:** \_\_\_\_\_

**Recommendation:**  Willing to re-hire in the future  
 Student will not be re-hired at this time.

\_\_\_\_\_  
*Student Signature* \_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Supervisor Signature* \_\_\_\_\_  
*Date*

**Office Use Only**

Position Number: \_\_\_\_\_ Previous Wage Rate: \_\_\_\_\_

\_\_\_\_\_  
SFS Signature \_\_\_\_\_  
Date Approved \_\_\_\_\_  
Term/Year