

Student Performance Self-Evaluation

This Student Performance Self-Evaluation is an optional evaluation tool.

Name of Student Assistant

Department or Work Location Dates of Evaluation Period From To

INSTRUCTIONS: Please evaluate yourself for each criterion listed below. Circle the appropriate number to correspond with the following rating system:

Unacceptable Improvement Needed Satisfactory Above Average Outstanding

WORK HABITS (organization of work; care of equipment; safety; punctuality; attendance)

1 2 3 4 5

ATTITUDE (enthusiasm for work; conforms to job requirements; accept suggestions for work improvement)

1 2 3 4 5

QUALITY OF WORK (accuracy; precision; completeness; neatness)

1 2 3 4 5

RELATIONSHIPS WITH PEOPLE (getting along with others; dealing with the public)

1 2 3 4 5

INITIATIVE (self-reliance; resourcefulness; willingness to accept and carry out responsibilities)

1 2 3 4 5

DEPENDABILITY (can be relied upon to do the job; meets deadlines without close supervision)

1 2 3 4 5

ADDITIONAL COMMENTS (use other side if necessary) _____

Student's Signature _____ Date _____