



**WORK OBJECTIVES, ASSESSMENTS &  
EVALUATION GRADUATE ASSISTANTSHIPS**

<b>PART I – Position and Work Schedule</b>			
Graduate Student Name	Supervisor Name (s)		
Graduate Student Program of Study	Supervisor's Department, Office, or Program		
Hours Required per Semester	<b>Proposed Semester Work Schedule</b>		
	Start Date: _____		End Date: _____
	<b>Check days work will be done</b>	<b>Number of hours to be worked</b>	<b>Times work will be completed</b>
Explanation of Work Schedule <i>(for irregular schedules that may not appear to meet hourly requirements):</i>	Monday		
	Tuesday		
	Wednesday		
	Thursday		
	Friday		
	Saturday		
	Sunday		
In general, how will this assistantship provide professional development for the graduate student?	In general, how will this assistantship support the supervisor, program, office or department?		

- Responsibilities:** What the student will do for the supervisor, program, office or department
- Objectives:** How do these responsibilities enhance the student's professional development
- Measures:** How will you know the student has accomplished the responsibilities and objectives?
- Evaluation:** Determination of how well the responsibilities and objectives were met with specific examples to demonstrate accomplishments.

Primary Responsibilities & Corresponding Objectives for Student (Initial Agreement)	Measures for Successful Completion of Primary Responsibilities & Objectives (Initial Agreement)	End of Semester Evaluation
A		
B.		
C		
D.		

Add rows as needed

<b>PART III – Special Assignments Not Listed Above</b>
<b>Special Assignments Completed by End of Semester</b>

<b>PART IV –Signatures below indicate agreement with all material above.</b>	
<b>Initial Agreement</b>	<b>End Semester Evaluation</b>
<b>Graduate Assistant</b>	<b>Graduate Assistant</b>
<b>Supervisor(s)</b>	<b>Supervisor(s)</b>