Carnegie Mellon University   School of Computer Science

TA Evaluation Form
Ph.D. Program

Student Name:_____ Course Number/Title:_____

Instructor Name:_____ Semester Taught:_____

This form provides feedback to the student in their role as TA. Please include constructive comments, both positive and negative, about the TA's performance, with an aim toward helping them improve these skills. Please skip any items that are not applicable or where you have insufficient information to evaluate the student.

1. Preparation of Assignments   ☐ **excellent**   ☐ **very good**   ☐ **good**   ☐ **fair**   ☐ **poor**
In generating homework or exam problems, was the TA thorough, prompt, creative, etc.? Were the assignments challenging, yet fair? Please indicate the extent to which the students was involved in assignment preparation.

2. Recitations   ☐ **excellent**   ☐ **very good**   ☐ **good**   ☐ **fair**   ☐ **poor**
Was the TA well prepared? Did they exhibit good presentation skills? The the recitations sufficiently add to the course experience?

3. Grading   ☐ **excellent**   ☐ **very good**   ☐ **good**   ☐ **fair**   ☐ **poor**
Was the TA thorough, prompt and fair in grading assignments? DId the TA provide the students with adequate feedback along with grades?

4. Office Hours   ☐ **excellent**   ☐ **very good**   ☐ **good**   ☐ **fair**   ☐ **poor**
Was the TA always available during posted office hours? Did they adequately answer student questions in a clear manner?

5. Knowledge of Material   ☐ **excellent**   ☐ **very good**   ☐ **good**   ☐ **fair**   ☐ **poor**
In the various capacities (assignments, recitations, office hours), did the TA exhibit adequate understanding of the course material? Did the TA adequately fill in any gaps they might have had before the course began?

6. Other   ☐ **excellent**   ☐ **very good**   ☐ **good**   ☐ **fair**   ☐ **poor**
Please comment on other aspects of the student's TA experience that may be relevant, such as communication skills, demonstrations of leadership and initiative, help in developing or maintaining software systems needed for the course, etc.

7. Your overall evaluation   ☐ **excellent**   ☐ **very good**   ☐ **good**   ☐ **fair**   ☐ **poor**

Instructor Signature_____ Date _____