DEPARTMENT OF GEOGRAPHY
GRADUATE STUDENT PROGRESS APPRAISAL FORM

Student: _______________________________ Date: __________

Cumulative GPA ______ as of ______ (Date) Expected Graduation Date: ________

To the Student: Complete form at the end of each semester. First complete the self-appraisal, then ask your GTA/GRA supervisor(s) to complete their section, and finally have your advisor complete the form.

To the Faculty: You must discuss performance with the student in any cases of below “Good” performance.

Deadline: End of every semester other than semester in which you graduate (submit completed form to Karen Bland in 238 Wallace Hall or at kbland@vt.edu)

Advisor & GTA/GRA Supervisor Appraisal of Student Performance

Academic: Excellent____ Good ____ Needs Improvement____ Unsatisfactory ____
Comments:

Research Progress: Excellent____Good____ Needs Improvement____ Unsatisfactory ____
Comments:

Professional Activities: Excellent____Good____ Needs Improvement____ Unsatisfactory ____
Comments:

Assistantship Duties: Excellent____Good ____ Needs Improvement____ Unsatisfactory ____
Comments:

Advisor Signatures:

GTA/GRA Advisor(s)________________________________________Date: __________
________________________________________Date: __________

Major Advisor ___________________________________________Date: __________
Student Self-Appraisal of Performance

Assess your performance in the following areas. Comment on your accomplishments, activities, and areas of concern in each category—be honest, but not overly critical. If you feel you performed “Excellent” in an area then don’t be shy about saying so. If you rate yourself below “Good” in any category, plan to meet with your advisor to discuss ways to improve your performance.

**Academic:** Excellent ____ Good ____ Needs Improvement ____ Unsatisfactory ____
*Relates to coursework and grades.*
Comments:

**Research Progress:** Excellent ____ Good ____ Needs Improvement ____ Unsatisfactory ____
*Examples: Plan of Study filed, proposal written/approved, research progress such as literature review, data collection, etc.*
Comments:

**Professional Development:** Excellent ____ Good ____ Needs Improvement ____ Unsatisfactory ____
*Examples: Attendance/presentations at professional meetings, lectures delivered to classes or other groups, workshops attended, internships, participation in graduate student organizations, service to the department and university, outreach activities, etc.*
Comments:

**Assistantship Duties:** Excellent ____ Good ____ Needs Improvement ____ Unsatisfactory ____
*How did you perform overall, did you meet deadlines, tasks performed, lectures or labs delivered, curriculum developed, barriers confronted, general feedback on the experience, etc. (contact Grad Director if you wish to keep private)*
Comments:

Student signature ___________________________ Date: ___________