



# EMORY UNIVERSITY

*Emory Federal Work-Study  
Student Employee Evaluation Form*

Emory University  
Office of Financial Aid  
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Atlanta, GA 30322

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<b>Student Employee's Name:</b>	<b>Job Title:</b>
<b>Department:</b>	<b>Dates Employed:</b> Start ___ / ___ / ____ End ___ / ___ / ____
<b>Certification Statement</b> I have reviewed and understand the Student Employee Evaluation below. Student Employee's Signature _____ Date _____ Supervisor's Signature _____ Date _____	

<b>A: List the principal functions or duties of the student and rate accordingly</b>				
Principal Function	Superior	Commendable	Satisfactory	Unsatisfactory

<b>B: Additional work-related factors</b>				
	Superior	Commendable	Satisfactory	Unsatisfactory
Attendance / Promptness / Dependability				
Initiative				
Receptivity to Suggestions of Supervisor				
Ability to Work Autonomously				
Other _____				

<b>C: Overall evaluation</b>				
Circle one overall rating	Superior	Commendable	Satisfactory	Unsatisfactory
Would you consider rehiring this person?	<input type="checkbox"/> Yes		<input type="checkbox"/> No	
Comments	_____ _____ _____ _____ _____			