



STUDENT LEADER PERFORMANCE EVALUATION

Name of Student Leader: _____

Organization: _____

Position: _____

Date/ Period of Evaluation: _____

Using the Performance Standards below, rate the Student Leader's performance on each of the Performance Factors.

1. Unsatisfactory (U) - *performance is unacceptable*
2. Needs Improvement (NI) - *performance frequently fails to meet acceptable standards*
3. Satisfactorily (S) - *performance is adequate*
4. Exceeds (E) - *performance frequently exceeds acceptable standards*
5. Outstanding (O) - *performance is exemplary*

	U	NI	S	E	O
1. Dependability					
a. Degree of supervision needed to carry out tasks to completion.	1	2	3	4	5
b. Fulfills responsibilities and ability to perform his/her tasks without supervision.	1	2	3	4	5
2. Adaptability					
a. Ability to adjust to change in environment, job assignment, methods and personnel.	1	2	3	4	5
3. Quantity of Work					
a. Extent to which amount of work produced compared to expectations.	1	2	3	4	5
b. The ability to complete tasks within the time schedule.	1	2	3	4	5
4. Quality of Work					
a. Extent to which work is accurate, thorough, complete, effective, and on-time.	1	2	3	4	5
5. Creativity					
a. Originality and the ability to think and perform new innovative things towards the improvement of present method to add existing knowledge.	1	2	3	4	5
6. Initiative					
a. The extent to which the student leader is a self-starter in accomplishing his/her task.	1	2	3	4	5
b. Puts extra initiation in performing his/her duty as officer.	1	2	3	4	5
7. Relationship with Peers					
a. Ability to communicate with peers, to earn respect, and confidence.	1	2	3	4	5
b. Listens to his/her members for comments.	1	2	3	4	5
c. Shows sincere enthusiasm in working with his/her co- officers.	1	2	3	4	5
8. Professionalism					
a. Job knowledge, innovative ability, good judgement, action-oriented.	1	2	3	4	5
b. Performs in professional manner.	1	2	3	4	5
9. Goals Conscientiously adheres to:					
a. The Mission- Vision of the Colegio.	1	2	3	4	5
b. The objectives of the Organization.	1	2	3	4	5
c. The Nature of the Organization.	1	2	3	4	5
10. OVERALL APPRAISAL					
a. After considering all above factors and weighing heavily those that have the greatest bearing on the requirements of the student leader's present status indicates the rating which most accurately characterizes the student leader's performance.	1	2	3	4	5

COMMENTS/RECOMMENDATIONS:

Evaluated by: _____
Name & Signature