



ASSISTANT COACHING FORM

Student Assistant Information

Student Name:

CWID:

Immediate Supervisor:

Department:

Date:

Performance Feedback

☐ Constructive Feedback

Details

Constructive Feedback: Be specific, describing the job responsibilities or behavior that needs to change and how the Student Assistant needs to change to meet expectations. The Student Assistant should understand that failure to meet and sustain acceptable performance or behavior may result in termination of employment.

Immediate Supervisor's Signature:

Date:

Acknowledgement of Receipt of Feedback

Student Assistant Comments:

Employee Signature:

Date: