

# Academic Staff Performance Assessment Form Sample PDF

This **Academic staff performance assessment form** sample PDF provides a structured template to evaluate faculty members efficiently. It includes criteria for teaching effectiveness, research contributions, and professional development. Using this form ensures a comprehensive and fair appraisal process.

## Sample Assessment Form

Academic Staff Performance Assessment Form	
Name:	_____
Department:	_____
Position:	_____
Assessment Period:	_____

### 1. Teaching Effectiveness

Criteria	Score (1-5)	Comments
Course Preparation & Delivery	_____	_____
Student Engagement	_____	_____
Assessment & Feedback	_____	_____

### 2. Research Contributions

Criteria	Score (1-5)	Comments
Publications	_____	_____
Conference Participation	_____	_____
Research Grants	_____	_____

### 3. Professional Development

Criteria	Score (1-5)	Comments
Workshops/Seminars Attended	_____	_____
Community Service	_____	_____
Departmental Participation	_____	_____

### Overall Comments

\_\_\_\_\_

\_\_\_\_\_

Evaluator Name & Signature:

\_\_\_\_\_

Date:

\_\_\_\_\_

*This sample template can be exported as a PDF for official use and proper documentation in academic staff performance appraisals.*