

<i>Proposal Number</i>		<i>Date</i>			<i>Evaluator</i>	
Criterion	Exceptional – 20	Admirable – 18	Acceptable – 16	Minimally Acceptable – 14	Unacceptable – 12	Score
Clarity	The proposal is professional in appearance, with no grammatical or spelling errors, and clearly identifies whether the position sought is designed for a GA, TA, or RA, and indicates clearly whether it is expected to be full time or part-time, with complete justification.	The proposal is professional in appearance, clearly identifies whether the position sought is designed for a GA, TA, or RA, and indicates whether it is expected to be full time or part-time, with little justification, or one error in spelling or grammar...	The proposal is professional in appearance, identifies whether the position sought is designed for a GA, TA, or RA, and indicates whether it is expected to be full time or part-time, but no justification is provided or there is more than one error in spelling or grammar.	The proposal is not professional in appearance, does not identify clearly whether the position sought is designed for a GA, TA, or RA, fails to indicate whether it is expected to be full time or part-time, or has multiple spelling and grammatical errors.	The proposal does not include this section.	
Expectations	The proposal includes a detailed description of all of the expectations of the student including, but not limited to, specific courses and sections taught (TA), research agenda (RA), or administrative duties (GA), as well as a schedule of the number of hours per week the student will be engaged.	The proposal includes a description of most of the expectations of the student including, but not limited to, specific courses and sections taught (TA), research agenda (RA), or administrative duties (GA), as well as some measure of the number of hours per week the student will be engaged.	The proposal includes a description of some of the expectations of the student, but lacks clarity in one or more of the following: specific courses and sections taught (TA), research agenda (RA), or administrative duties (GA), or lacks clarity in regards to the number of hours per week the student will be engaged.	The proposal does not describe clearly the expectations of the student, omitting specific courses and sections taught (TA), research agenda (RA), or administrative duties (GA), or does not give any parameters of expected time for student engagement per week.	The proposal does not include this section.	
University/College Benefit	The proposal includes a detailed description regarding how the granting of the assistantship (GA, TA, or RA) will benefit the faculty member, college and/or university, with specific, clearly explained and relevant examples.	The proposal includes a description regarding how the granting of the assistantship (GA, TA, or RA) will benefit the faculty member, college and/or university, with specific, relevant examples.	The proposal includes a description regarding how the granting of the assistantship (GA, TA, or RA) will benefit the faculty member, college and/or university, but does not include specific examples, or the examples are irrelevant.	The proposal fails to describe how the granting of the assistantship (GA, TA, or RA) will benefit the faculty member, college and/or university, or does not include any examples.	The proposal does not include this section.	
Student Benefit	The proposal includes a detailed description regarding how the granting of the assistantship (GA, TA, or RA) will benefit the student, with specific, clearly explained examples.	The proposal includes a description regarding how the granting of the assistantship (GA, TA, or RA) will benefit the student, with specific, relevant examples.	The proposal includes a description regarding how the granting of the assistantship (GA, TA, or RA) will benefit the student, but does not include specific examples, or the examples are irrelevant.	The proposal fails to describe how the granting of the assistantship (GA, TA, or RA) will benefit the student, or does not include any examples.	The proposal does not include this section.	

Assessment	The proposal includes an explanation of the method of evaluation that will be used for activities identified above. This assessment identifies accurately (with explanations, if appropriate), the parameters of evaluation and the consequences if these parameters are not met.	The proposal includes an explanation of the method of evaluation that will be used for activities identified above. This assessment identifies accurately (with some explanations, if appropriate), the parameters of evaluation and some consequences if these parameters are not met.	The proposal includes a method of evaluation that will be used for activities identified above, but it is not explained, or the assessment lacks clarity in terms of the parameters of evaluation and the consequences if these parameters are not met.	The proposal does not include a method of evaluation that will be used for activities identified above, or the assessment lacks parameters of evaluation or the consequences if these parameters are not met.	The proposal does not include this section.
TOTAL SCORE					

Additional Comments: