

Teacher Performance Appraisal Sample

Instructor Information

- Name: _____
- Position: _____
- School/Institution: _____
- Department/Grade Level: _____
- Evaluation Period: _____

Performance Rating

Rating Scale	Definition
5 - Excellent	Far exceeds expectations in all areas
4 - Very Good	Exceeds expectations in most areas
3 - Satisfactory	Meets expectations in all areas
2 - Needs Improvement	Meets some but not all expectations
1 - Unsatisfactory	Does not meet expectations

Evaluator's Comments

- Strengths:
 - _____
 - _____
- Areas for Improvement:
 - _____
 - _____

- Overall Rating: _____

- Recommendations for Professional Development:

- _____
- _____

Instructor's Comments

- Feedback on Appraisal:

- _____
- _____

Signatures

- Evaluator: _____ Date: _____

- Teacher: _____ Date: _____

Instructions for Completion

- This form should be completed by the evaluator and reviewed with the teacher at the end of the evaluation period.
- Both the evaluator and the teacher should sign the form to acknowledge the appraisal has been discussed.
- Additional documentation supporting the evaluation may be attached.
- Please return the completed form to the school administration office by [insert due date].

This template provides a comprehensive structure for assessing teacher performance, focusing on key areas essential to effective teaching and professional development. It can be customized to suit different educational settings and specific appraisal requirements.