



Evaluator Rating Sheet

Last Name	First Name	MI	E-Mail
Exam Level (one per form)	Location	Date	

Enter "X" under appropriate rating number for each element. Definition for each rating number is as follows:

- 0 – Deficient. Does not meet minimum requirements. *Deficiencies must be identified in Comments.*
- 1 – Needs improvement. Meets some or most of the requirements. *Identify improvement needed in Comments.*
- 2 – Satisfactory. Meets all requirements.
- 3 – Superior. Consistently exceeds the requirements.

Rate the below performance objectives	0	1	2	3
Evaluate candidates according to test policies and procedures.				
Adequately prepare station(s) for evaluations.				
Rehearse scenarios prior to evaluations.				
Demonstrate clear expectations to candidates while not coaching.				
Knowledgeable on subject evaluating.				
Ensure overall safety of assigned station.				
Document defensible comments on the task sheet when a candidate fails.				
Use sound judgment.				
Refrain from discussing the failure(s) with the candidate(s).				
Neat, well groomed and professional appearance. Don personal protective equipment when appropriate.				

Comments:

_____ Senior Evaluator or Test Control Officer Name (print)	_____ Signature	_____ Date
_____ Evaluator Name (print)	_____ Signature	_____ Date