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| **Radford University****Probationary Progress Review** |
| Probationary Period End Date:  |
| **Review Interval:****[ ]**  6-month **[ ]**  Probationary Period End **[ ]**  Other: |  |
| Employee Name (Last, First, Middle) | Employee RU ID Number |
| Position Number | Role Title | Working Title |
| Agency***Radford University*** | Department |
| Employment Date | Supervisor’s Name | Supervisor’s Title |
| **Comments on Overall Progress** (Attachments may be added if necessary. Indicate # of attachments here:) |
| **Overall Results of Review** |
| [ ]  Contributor | Performance shows consistent achievement toward meeting established performance expectations. |
| [ ]  Below Contributor[ ]  Probationary Period Extended | Performance shows deficiencies which interfere with the attainment of performance expectations.In accordance with the Policy 1.45, the probationary period is extended for performance reasons until ***.*** |
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| **Employee Development Plan** (Attachments may be added if necessary. Indicate # of attachments here:) |
| **Personal Learning Goals** | **Learning Steps/Resource Needs** |
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| Supervisor’s Signature: | Date: |
| Employee’s Signature: | Date: |