

The Center for Excellence in Teaching

Willamette University School of Education



"Not unto ourselves are we born"

Administrative License Program Recommendation Form for Admission

Applicant Name: _____ is applying for admission to an Educational Administration Certificate Program of *The Center for Excellence in Teaching* at the Willamette University School of Education. Your honest appraisal of the applicant's personal qualities and professional promise is requested. Please be objective, frank, and specific regarding both the strengths and the limitations of the applicant. Your careful consideration of all the items below and on the other side of this form will be greatly appreciated. **Feel free to use additional paper if needed.**

This information will only be used for admission to the program and planning the applicant's course of study should he/she be admitted.

In accordance with the amended Public law 93-380 of 1974 (this information will be kept confidential):

I reserve the right to review this document as part of my application/placement file until admitted.

_____/_____
Applicant Signature Date

OR

I hereby waive the right to review this document as part of my application/placement file.

_____/_____
Applicant Signature Date

Reference Name: _____

Present Position: _____

How long have you known the applicant and in what capacity?

Please assess the potential of this applicant to complete an intensive academic program.

What evidence can you share that leads you to your conclusion about the academic potential of the applicant?

Please assess the potential of this applicant to make an important contribution as a leader.

What else is important for us to know about this applicant?

The following is my recommendation for this applicant to an Administrative License Program of *The Center for Excellence in Teaching* (check one box):

- Strongly recommend Do not Recommend
 Recommend
 Recommend with the following reservation(s): _____

If additional information regarding this candidate were desired, would you be willing to discuss the matter by phone? (Check one): Yes _____ No _____ Phone # _____

_____/_____
Recommending Signature **Date**

Please mail this recommendation in the enclosed return envelope to...

The Center for Excellence in Teaching
Willamette University School of Education
900 State St.
Salem, OR 97301

... or fax to **503-375-5478**

