

***Center For Excellence In Teaching***  
**WILLAMETTE UNIVERSITY SCHOOL OF EDUCATION**



*"Not unto ourselves are we born"*

**READING ENDORSEMENT PROGRAM**  
**RECOMMENDATION FORM**

**APPLICANT**

Legal Name \_\_\_\_\_

**To the applicant:** The Family Education Rights and Privacy Act of 1974 entitles you to access this recommendation contingent upon matriculation, unless you waive that right. Whether or not you choose to does not affect the careful attention the recommendation will be given. Please check by your desire below.

I hereby:        \_\_\_waive \_\_\_ do not waive        my right of access to this letter of recommendation.

**Applicant Signature:** \_\_\_\_\_

*Please provide your recommenders with a stamped envelope addressed to: Center for Excellence in Teaching, Willamette University School of Education, 900 State St, Salem OR 97301.*

**RECOMMENDER**

The person whose name appears above is applying for admission to the Reading Endorsement program of the *Center for Excellence in Teaching* in Willamette University's School of Education. You should be a person who is employed by an educational or social agency, who was (is) the applicant's immediate supervisor in a paid or volunteer experience, and who can attest to the applicant's competence to work with school-aged children or youth and/or in other educational settings. Such recommendations are critically important for admission to this program.

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

\_\_\_\_\_  
\_\_\_\_\_

**B.** What do you consider the applicant's strongest skills or traits?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**C.** What do you consider the applicant's weaknesses?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

D. Please mark where you feel the applicant should be rated by you, in each of the categories listed below.

	Exceptional	Superior	Good	Average	Poor	Not Observed
<b>Analytical Ability: Intelligence</b>						
<b>Motivation to Teach</b>						
<b>Organizational Skills</b>						
<b>Communication Skills: Oral</b>						
<b>Communication Skills: Written</b>						
<b>Interpersonal Skills</b>						
<b>Initiative and Creativity</b>						
<b>Overall Potential for Success as a Teacher</b>						

E. Please comment on the ratings you assigned above and make any statement about the applicant you believe would be helpful to the admission committee, especially with regard to his/her ability to work with children or youth. Attach extra sheets of paper as needed.

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Your Name \_\_\_\_\_

Title \_\_\_\_\_

Employer \_\_\_\_\_

Address \_\_\_\_\_

Phone # \_\_\_\_\_ E-mail Address \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

*Please return to: Center for Excellence in Teaching, Willamette University School of Education, 900 State St, Salem OR 97301.*

*No action will be taken on the candidate's application until we receive all application materials.*

