

TEACHER INTERNSHIP REFERENCE FORM

Teacher Internship Office
University Of Wisconsin-Whitewater
Open Reference

Student Name _____ Reference Name _____

The student named above has applied for Teacher Internship and has supplied your name as a reference. This is an open reference, meaning that the student named above will have access to all of your written comments. Please complete, sign, and return to the address listed at the bottom of the second page. Please type or print legibly as copies will be sent to school officials. Questions may be directed to the Teacher Internship Office, 262.472.1680 or (bensonn@uww.edu).

A. Check all settings listed in which you have observed the applicant.

- Observation & Participation
- Demonstration lesson(s) in methods course(s)
- Field Experience
- University course presentation(s)
- Other (briefly describe)

B. Using the following, check the number that best applies to the applicant. If you have not observed the applicant for a category, check "n/o". 5 = Exceeded expectations, 4 = Met expectations, 3 = Approached expectations, 2 = Below expectations, 1 = Not acceptable.

Initiative. Takes initiative and works with minimal supervision.

Comments: 5 4 3 2 1 n/o

Respect. Classmates/workers respect the applicant.

Comments: 5 4 3 2 1 n/o

Teaching ability. Demonstrates skill and effectiveness as a potential teacher in formal and/or informal teaching situations.

Comments: 5 4 3 2 1 n/o

Enthusiasm. Demonstrates enthusiasm for teaching in formal and/or informal teaching situations.

Comments: 5 4 3 2 1 n/o

Applicable experiences. Working with children/youth has prepared him/her for a teaching internship.

Comments: 5 4 3 2 1 n/o

C. What specific characteristics does the applicant have that may contribute to his/her effectiveness as a teacher?

D. What characteristics, if any, does the applicant demonstrate that may deter his/her effectiveness as a teacher?

Overall recommendation

E. Check the box next to the number that best represents your recommendation of this applicant.

- 4 Highly recommend
- 3 Recommend
- 2 Recommend with qualification
- 1 Do not recommend

NOTE: The applicant must attain an overall average score of at least 3.5 from Section B and an overall average score of at least 3.0 from Section E. If one or both of the overall scores is below the minimum, the applicant will not be approved as a candidate for the Teacher Internship Program.

Please print your name: _____

Position: ----- _____

Address: ----- _____

Telephone: ----- _____ e-mail: _____

Signature: _____ Date: _____

Please sign and return this form to:

**Marie Benson
UW-Whitewater
2041 Winther Hall
800 West Main Street
Whitewater, Wisconsin 53190-1790
Office: 262.472.1680
FAX: 262-472-5716**