



## Recommendation Form for Secondary Education School of Education Clayton State University

Note: It is important for the student to supply the professor(s) with this form. A stamped envelope addressed to: **Dr. Charles Elfer, School of Education, G210P, 2000 Clayton State Blvd., Morrow, GA 30260** should be included for professors not teaching on the Clayton State campus. Those teaching on campus may return the form to the student in a sealed/signed envelope or emailed to [lynnrockett@clayton.edu](mailto:lynnrockett@clayton.edu).

### STUDENT COMPLETES TOP PORTION

Student's Full Name: \_\_\_\_\_

Student's Laker No.: \_\_\_\_\_ Semester/Year Professor Taught You: \_\_\_\_\_

Concentration: \_\_\_\_\_



### FACULTY MEMBER COMPLETES PORTION BELOW

(The content of this section must be completed by professors who have taught general content courses of selected concentrations normally taken in the student's freshman/sophomore years. The areas of concentration are listed above.)

Faculty Member: This recommendation is for admission to the Undergraduate Secondary Education Program at Clayton State University. Based on your knowledge of this applicant's professional potential and his/her knowledge of content matter in the chosen concentration areas, please complete the table by placing a ✓ for your selected response.

Student Attribute	Below Average	Average	Above Average	Superior	N/A
1. Student takes responsibility for own actions and consequences of those actions. Student directs own life in positive ways...has confident presence.					
2. Oral communication skills – correct standard English – usage & socially appropriate skills.					
3. Written communication skills – correct standard English usage					
4. Knows and practices socially appropriate interpersonal skills; interacts well with peers.					
5. Initiative and Industriousness – takes responsibility for work; works hard but efficiently; uses time efficiently; meets deadlines; has organizational skills.					
6. Attendance – is punctual and has regular attendance.					
7. Honest, has integrity					
8. Knowledge of content					

Please indicate your overall recommendation for this potential teacher candidate.

- I strongly recommend                      Comments: \_\_\_\_\_
- I recommend                                      \_\_\_\_\_
- I recommend with reservations              \_\_\_\_\_
- I do not recommend                              \_\_\_\_\_

How well do you know the candidate (circle one):    Not Well    Well    Very Well

Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Institution: \_\_\_\_\_ Department: \_\_\_\_\_ Date: \_\_\_\_\_