



**Department of Early Childhood and Childhood Education
Minor to Master's Teaching Certification Program Recommendation Form**

Applicant's Name: _____

Applicant is applying for (check one) **Early Childhood Program** **Childhood Program**

Name of Individual Completing this Recommendation: _____

I have known the applicant since: _____ **in my capacity as**
_____.

Academic Preparation

The expectations for a teaching professional include demonstrating that s/he can handle the demands of academic work at the graduate level. Please check the box for each quality that best represents the applicant's ability. If you unable to evaluate a quality, check the last box.

Quality	Does not meet expectation	Meets expectation	Exceeds expectation	Check this box if you have had limited opportunity to evaluate this quality in the applicant.
Ability to Complete Academic Tasks	Unable to complete academic tasks at a level that would suggest this individual can handle the demands of academic work at the graduate level	Able to consistently complete academic tasks at a level that suggests this individual can handle the demands of academic work at the graduate level	Excels when completing academic tasks; can handle academic work at the graduate level Work could serve as a model for other students.	
Spoken Language	Difficulty communicating in academic discourse	Able to communicate comfortably using academic discourse	Articulate when engaging in academic discourse	
Written Language	Difficulty writing for an academic audience	Able to write for an academic audience	Excels in writing for an academic audience Work could serve as a model for other students.	
Critical Reflection	Unable to read critically or critically evaluate content	Able to read critically and critically evaluate content	Able to read critically and consistently offer insightful evaluation of content	

Comments (optional):

Professional Dispositions

The expectations for a teaching professional include displaying the professional qualities of a teaching professional. Please check the box for each quality that best represents the applicant's ability. If you unable to evaluate a quality, check the last box

Disposition	Does not meet Expectations	Meets Expectations	Exceeds Expectations	Check this box if you have had limited opportunity to evaluate this quality in the applicant.
Timeliness	Frequently arrives late and/or leaves early	Usually arrives on time and remains as expected	Consistently arrives on time and remains until class ends	
Attendance	Frequently absent and does not notify instructor	Attends regularly as scheduled; makes up for time missed; is dependable	Consistently attends regularly as scheduled, dependable	
Cooperation	Unwilling to cooperate or collaborate with peers and faculty	Usually demonstrates an ability and willingness to work cooperatively with faculty and peers	Consistently works cooperatively with peers and faculty	
Initiative	Exhibits little energy or enthusiasm and or seldom volunteers; rejects or ignores constructive feedback	Usually demonstrates enthusiasm toward class work and tasks; volunteers; consistently responds to feedback	Demonstrates enthusiasm toward tasks, Consistently eager to participate ; consistently responds to feedback; actively solicits feedback	
Reflectivity	Little or no concern about evaluating one's own performance critically	Usually able to evaluate own performance critically	Consistently able to evaluate own performance critically;	
Open Mindedness	Does not admit or acknowledge different perspectives or solution to a problem or task	Usually admits or acknowledges different perspectives or solutions to a problem or task	Consistently admits or acknowledges different perspectives or solutions to a problem or task	

Comments (optional):

Overall, do you believe this individual would be a qualified candidate for a program that will eventually require graduate level work and will lead to a certification in teaching young or elementary age children?

_____ Yes _____ No

Signature (Type Full Name): _____ Date: _____

Phone No. _____ E-mail Address: _____

- A Lehman College program coordinator might contact you regarding this recommendation if necessary.

- Please return your recommendation to the applicant. The student will scan and upload your signed recommendation to their online Lehman 360 Minor to Master's application.