

Teacher Evaluation Form



To the Applicant

Fill in the information below and give this form and a stamped envelope, addressed to Cazenovia College Admissions Office, to a teacher who has taught you an academic subject.

Student Name _____
Last/Family First Middle (complete) Jr., etc.
Address _____
Number and Street City or Town State Country Zip Code or Postal Code
School you now attend _____ CEEB code _____

To the Teacher

Cazenovia College finds candid evaluations helpful in choosing from among highly qualified candidates. We are very interested in your opinion regarding this applicant's academic and personal qualifications for college.

Please submit your references promptly. A return envelope should be provided to you by this student. We are grateful for your assistance. ***Be sure to sign below.***

Teacher's Name (*please print or type*) _____ Position _____
Secondary School _____
School Address _____
Teacher's Phone (_____) _____ Teacher's E-mail _____
Area Code Number Ext.
Signature _____ Date _____

Background Information

How long have you known this student and in what context? _____

What are the first words that come to your mind to describe this student? _____

List the courses you have taught this student, noting for each the student's year in school (10th, 11th, 12th) and the level of course difficulty (AP, accelerated, honors, IB, elective, etc.) _____

Evaluation

Please write whatever you think is important about this student, including a description of academic and personal characteristics. We are particularly interested in the candidate's intellectual promise, motivation, maturity, initiative, leadership potential, and special talents. (If preferred, please attach a separate typed letter.)

Ratings

Compared to other college-bound students in his or her secondary school class, how do you rate this student in terms of:

No basis		Below Average	Average	Good (above average)	Very Good (well above average)	Excellent (top 10%)	Outstanding (top 5%)	One of the top few encountered in my career
	Creative, original thought							
	Motivation							
	Self-confidence							
	Independence, initiative							
	Intellectual ability							
	Academic achievement							
	Written expression of ideas							
	Effective class discussion							
	Disciplined work habits							
	Potential for growth							

Confidentiality We value your comments highly and ask that you complete this form in the knowledge that it may be retained in the student's file should the applicant matriculate. In accordance with the Family Educational Rights and Privacy Act of 1974, matriculating students do have access to their permanent files, which may include forms such as this one. Unless required by state law, colleges may not provide access to admission records to applicants, those students who are denied admission, or those students who decline an offer of admission. Again, your comments are important to us and we thank you for your cooperation. We are committed to the administration of all educational policies and activities without discrimination on the basis of race, color, religion, national or ethnic origin, age, handicap, or gender.