Teacher Checklist

Student’s Name ___________________________ Teacher’s Name ___________________________ Course ___________________________

STUDENTS: Please complete the blanks above, sign the waiver below, and then give this form to junior or senior teachers at least 6 weeks before your first college application due date. This form is for internal use only. It will be used by your counselor to write a general recommendation letter.

I hereby waive my right to review this recommendation: ___________________________ ___________________________ ___________________________

STUDENT’S SIGNATURE ___________________________ DATE (TO TEACHER) ___________________________

STUDENTS PLEASE NOTE: This form is NOT sent to colleges and DOES NOT replace a Teacher Letter of Recommendation that a college may want or require.

TEACHERS: The form should be returned to the student’s counselor within two weeks of receipt from the student. Please rate the student on the checklist below. Please share any additional thoughts about how the student’s character, values, and/or special talents set this student apart from others on the back.

Please use a ✓ to rate the student according to the checklist below:

<table>
<thead>
<tr>
<th>Trait Description</th>
<th>Below Average</th>
<th>Good</th>
<th>Very Good (well above Average)</th>
<th>Excellent (Top 10% this year)</th>
<th>Outstanding (Top 5% this year)</th>
<th>One of the top few encountered in career</th>
<th>No Basis for Judgement</th>
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<tbody>
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<td>Intellectual Curiosity</td>
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<td>Intellectual Creativity</td>
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<td>Academic Motivation</td>
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<td>Academic Promise</td>
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<td>Leadership/Influence</td>
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<td>Concern for Others</td>
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<td>Reaction to Setbacks</td>
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<td>Faculty View of Student</td>
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(Continued on back)
Please provide brief comments about how the student’s character, values, and/or special talents set this student apart from others.

1. What are three words or phrases you would use to describe the student?

2. How does this student stand out from the rest of your class?

3. Describe talents, personality, or other factors that would help create a profile of this student’s involvement in school.

4. Additional Comments:

Please indicate the student’s levels in the areas below:

1. Meaningful participation in class discussions
   - Initiates and consistently participates
   - Often participates, but doesn’t always initiate
   - Occasionally participates
   - Seldom Participates
   - Rarely participates

2. Class leadership and involvement
   - A model for others to emulate
   - Shows interest in the class
   - Politely involved when appropriate
   - Vacillates in interested and involvement
   - A negative influence in the class

3. Attitude toward learning and toward school
   - Thrives on new insights and discoveries
   - Usually seems to enjoy school
   - Occasionally has a good attitude
   - Merely tolerates school
   - Apathetic toward learning

4. Critical Thinking
   - Readily synthesizes information
   - Works to analyze and problem solve
   - When guided, sees connections between ideas
   - Does not care about the big picture
   - Rarely goes beyond recall of factual material

5. Depth of understanding
   - Has excellent insight
   - Has a thorough understanding
   - Is occasionally insightful
   - Demonstrates little depth
   - Has poor understanding

6. Personal responsibility
   - Always accepts
   - Usually accepts
   - Occasionally accepts
   - Seldom accepts
   - Does not accept

7. Motivation for learning
   - Intrinsically seeks full understanding and mastery of subject matter
   - Strives to understand, but values the grade most
   - Cares only about the grade
   - Simply “goes through the motions”
   - Waits for others to tell the answers

8. Work ethic
   - Plans, organizes, enjoys the process of assignments
   - Generally edits, questions and prepares satisfactorily
   - Has good intentions, but falls short in the execution
   - Procrastinates and sacrifices quality
   - Throws something together at the last minute

Teacher’s Name ___________________________  Teacher’s Signature ___________________________  Date ______