**2016 UC Berkeley STARTALK Credential Enrichment Program for Chinese Language Teachers Confidential Recommendation Request Form**

Please complete this form and email it to stellakwoh@berkeley.edu by August 17, 2016

Applicant’s Name: Last Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ First Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Middle Name \_\_\_\_\_\_\_

Dear principal:

The individual listed above is an applicant for the federally funded 2016 UC Berkeley STARTALK Credential Enrichment Program for Chinese Language Teachers (<http://startalk.umd.edu> ). This is teaching credential (licensure) enrichment program for Chinese language teachers. All cost will be covered by funding from the federal STARTALK Program. The program requires a recommendation from a principal or work supervisor who is familiar with the applicant’s teaching/working performance. Please complete and sign this form and email it to the email address given above.

To be completed by Recommender. Please type.

|  |  |
| --- | --- |
| Name |  |
| Position |  |
| Organization |  |
| Contact Information | Email Tel: |

|  |  |
| --- | --- |
| Will the applicant continue to teach/work in your organization in fall, 2016?  | Yes \_\_\_\_ No\_\_\_\_ |
| How long have you known the applicant?  |  |
| If your organization offers Chinese classes, what grade levels of the students does the applicant commonly work with in your organization? | PK-K \_\_\_\_\_ Grade 1-5 \_\_\_\_ Grade 6-8 \_\_\_9-12 \_\_\_\_\_ College\_\_\_\_ Not Applicable \_\_\_ |
| Have you had the opportunity to observe the applicant teaching in a classroom, if the applicant teaches in your organization?  | Yes \_\_\_\_ No \_\_\_\_ Not Applicable |
| Please write your comments as to applicant’s: 1. Teaching/Work performance,
2. student-teacher interaction (if applicable),
3. reliability, efficiency and accuracy in meeting deadlines,
4. working with others, especially in groups
 |  |

 Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_