

**Reference Form for Application for Permission to Student Teach**

-----**To be filled out by student**-----

**Student Name:**

**Reference Name:**

**Deadline:** 5:00 P.M. the last Friday in February

-----**Directions for the Reference**-----

**Directions:** The student listed above is applying to the Committee on the Teaching Profession (COTP) for permission to student teach next spring. We find input from our colleagues to be invaluable when reviewing student applications. If possible, your reference should address what you consider to be the student's potential as a future teacher. In particular, please address areas where you may have any academic, professional or personal insights into the student's abilities to be a successful and effective educator. Your reference does not need to be lengthy or formal. You may write your thoughts on the bottom half of this sheet or write a letter. If you wish to write a letter, the letter may be addressed to "The Committee on the Teaching Profession." The Education Department starts reminding students to ask for references 4 weeks before the deadline and strongly encourages students to make their request for a reference at least 2 weeks prior to the deadline.

**Returning the Reference:** References may be returned to the student in a sealed envelope (please sign across the back as you would for a graduate school recommendation), or sent directly to the Education Department or the chair of COTP, Dr. Bennett. If you would prefer, you may also email your reference to [dbrzustowicz@washjeff.edu](mailto:dbrzustowicz@washjeff.edu), [rcarpenter@washjeff.edu](mailto:rcarpenter@washjeff.edu), or [bbennett@washjeff.edu](mailto:bbennett@washjeff.edu).

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