THE NEW SCHOOL FOR PUBLIC ENGAGEMENT

MASTER OF ARTS IN TEACHING ENGLISH TO SPEAKERS OF OTHER LANGUAGES

RECOMMENDATION FOR ADMISSION FROM A TEACHING SUPERVISOR

TO THE APPLICANT

Complete the first part of this form. Then give it to a teaching supervisor who is able to comment on your qualifications for graduate study in Teaching English to Speakers of Other Languages. Ask your recommender to provide you with a sealed letter that you can forward to the Office of Admission with the rest of your application packet and a Materials Cover Sheet. We strongly prefer self-managed applications, but if this is not possible, your recommender may send the sealed letter directly to the Office of Admission at the address on the bottom of the second page of this form.

Applicant Information

(First Name) (Middle Name) (Last Name/Family Name)

(Address Number & Street) (Apt./PO Box)

(City) (State/Province) (Postal Code) (Country)

Telephone Email

Term Program

Under the Family Educational Rights and Privacy Act of 1974 (Buckley Amendment), which gives students the right to inspect and review their educational records, students may waive their rights to see specific confidential statements and letters of recommendation. In the belief that applicants and the persons from whom they request evaluations may wish to preserve the confidentiality of those evaluations, The New School offers you the opportunity to sign one of the following statements:

☐ I waive my right to examine this letter of recommendation. ☐ I do not waive my right to examine this letter of recommendation.

Signed **Date**

TO THE TEACHING SUPERVISOR

The person whose name appears above has applied for admission to the MA program in TESOL at The New School. This form is a request for your opinion of the applicant's qualifications for graduate study.

Note: If the applicant has signed the second statement above or has not signed either statement, your letter may be available for the applicant's examination upon his/her enrollment at The New School.

Complete the form below and attach a signed and dated copy of your letter of recommendation. Place the form with both copies of your letters in a sealed envelope and mail to the applicant, or, if asked, mail directly to the Office of Admission at the address on the bottom of the second page of this form.

Sponsor Information

(First Name) (Middle Name) (Last Name/Family Name)

(Professional Title or Positions) Employer/School Affiliation

(Address Number & Street) (Apt./PO Box)

(City) (State/Province) (Postal Code) (Country)

Telephone Email

Signed **Date**

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On a scale of one to five (1 = Low, 5 = High, NA = Not Applicable), what do you think of the applicant's ability to:

	1	2	3	4	5	NA
• set relevant and realistic goals for a lesson	☐	☐	☐	☐	☐	☐
• create pedagogically sound lesson plans appropriate to the level of the students	☐	☐	☐	☐	☐	☐
• create and execute contextualized, integrated lessons	☐	☐	☐	☐	☐	☐
• present material clearly and appropriately	☐	☐	☐	☐	☐	☐
• explain language points at the appropriate level	☐	☐	☐	☐	☐	☐
• engage students and maintain a high level of interest and participation	☐	☐	☐	☐	☐	☐
• vary activities between controlled and communicative	☐	☐	☐	☐	☐	☐
• use audio-visual aids, authentic materials and other teaching materials	☐	☐	☐	☐	☐	☐
• give appropriate correction	☐	☐	☐	☐	☐	☐
• check to see if goals were achieved and students understand at each stage of a lesson	☐	☐	☐	☐	☐	☐
• assess students and give them feedback	☐	☐	☐	☐	☐	☐
• reflect on her/his teaching	☐	☐	☐	☐	☐	☐

In a one- to two-page letter, please answer the following:

1. How long and in what capacity have you known the applicant?
2. What do you consider the applicant's talents or strengths?
3. What do you consider the applicant's weaknesses?
4. How well do you think the applicant thought out plans for graduate study?
5. Please comment on intellectual ability, creativity, initiative, sensitivity to others, and leadership potential, and include any other relevant characteristics you think the admission committee should know.

The New School (NS 300), Office of Admission, 79 Fifth Avenue, 5th Floor, New York, NY 10003