

**Grader Instructional Assistant Reference***This section completed by applicant*

Please complete this portion of the recommendation form **before** giving it to your source of reference. Pursuant to the Family Education Rights and Privacy Act (Buckley Amendment) enacted on December 31, 1974,  I DO  DO NOT waive the right to inspect and review this completed recommendation.

\_\_\_\_\_  
Applicant's Name

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

TxSt ID: \_\_\_\_\_

List of courses you wish to grade: \_\_\_\_\_

**\*\*\*\*Attach a copy of an unofficial transcript to this reference form\*\*\*\***

List course(s) you took with the referencing faculty and the semester taken: \_\_\_\_\_

**THIS SECTION COMPLETED BY REFERENCE**

*The purpose of this form is to assist the C&B grading coordinator in evaluating applicants.*

Name of reference completing this form \_\_\_\_\_

How long, and in what capacity, have you known the applicant?

What specific class(es) do you feel the applicant can effectively grade?

Using a 5-point scale, please rate the applicant on the following items.

1 -- Strongly Agree; 2 -- Agree; 3 -- Disagree; 4 -- Strongly Disagree; 5 -- Unable to Judge

Rating Comments

\_\_\_\_\_ 1. Demonstrates knowledge of subject

\_\_\_\_\_ 2. Applies knowledge of subject

\_\_\_\_\_ 3. Exhibits a sense of responsibility

\_\_\_\_\_ 4. Relates to authority

\_\_\_\_\_ 5. Exhibits effective communication skills

*Please attach any additional information that you feel will help to determine grader capability.*

I recommend the applicant without reservation.

I recommend the applicant, but I have these reservations: \_\_\_\_\_

I have substantial doubts about the applicant's ability to be an effective lab instructor.

I would like to discuss the applicant's qualifications over the phone, email, or in person.

\_\_\_\_\_  
Signature Date

Please return this reference to the department office.