Thursday, October 22, 2009

To: Supervising Instructor/Director
From: The Institute for Learning and Teaching, Graduate Teaching Certificates Program
Re: Application for Completion of Graduate Teaching Certificate

Thank you for working with Heather Mong, who is currently enrolled in the Institute’s Graduate Teaching Certificates Program. One of the requirements for the certificate is that applicants gain at least 20 hours of hands-on instructional experience, through tutoring, supervised teaching, administrative work, and so on. You can learn more about the Graduate Teaching Certificates Program at http://tilt.colostate.edu/grad/certificates.

Please take a moment to confirm that Heather Mong has fulfilled the 20-hour experiential learning component of the certificate program by completing the attached form. We appreciate your time and effort.
Graduate Teaching Certificates Program

Experiential Learning Form

By completing this form, you confirm that Heather Mong has fulfilled the 20-hour experiential learning component of the Institute’s Graduate Teaching Certificates Program. For more information on the program, please visit [http://tilt.colostate.edu/grad/certificates](http://tilt.colostate.edu/grad/certificates).

**Supervising Instructor or Director Name:** Ben Clegg

**Graduate Student Under Supervision:** Heather Mong

**Please Describe the Student’s Primary Responsibilities:**

Heather has more than satisfied the 20-hour requirement through her work as a lab instructor (teaching using hands-on experiments, and overseeing students conducting their own research within the lab course). In total she now has several hundred hours of hand-on instructional experience from these lab classes. She has also been involved in teaching through her work mentoring students in conducting research (including students who under her supervision presented their research as first authors of posters at our regional APA conference).

**Please Comment Briefly on the Quality of the Student’s Work:**

Heather has been an excellent instructor, and having watched her teaching, I was particularly impressed with her obvious ability to connect with her students. She is well organized, engaging, and presents materials effectively. The evaluations of her teaching are consistently good (averaging around 3.5 out of 4). I think she has the potential to become an outstanding college teacher.

**Supervising Instructor or Director Signature:** Benjamin Clegg

**Date:** October 26, 2009