

Version: 112.06.08

**Recommendation Letter for Selection of General Course Outstanding and Excellent Teaching Assistants**

1. To be filled out by the applicant：

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| --- | --- | --- | --- |
| Name of the TA |  | Student’s ID number of the TA |  |
| Course Instructor |  | Name of the course |  |

1. To be filled out by the course instructor：

Note: The purpose of this recommendation letter is to assess the performance of the teaching assistant during the semester, and to serve as a reference for whether the applicant is eligible to obtain outstanding and excellent teaching assistant award.

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| --- | --- | --- | --- | --- | --- | --- | --- |
| 1) Instructor’s recommendation: This student worked as a teaching assistant for my course, and had demonstrated outstanding performance. Therefore, I’d like to:  　 □Strongly recommend  　 □recommend  　 □average  　 □not recommend  Reason：        Signature of the Instructor ： | | | | | | | |
| 2)Evaluation： | | | | | | | |
| Evaluation Criteria | Explanation of the evaluation criteria | strongly disagree | disagree | average | agree | strongly agree | |
| Professional knowledge | Equipped with the professional knowledge to answer course-related questions |  |  |  |  |  | |
| Learning attitude | Devoting to learning matters |  |  |  |  |  | |
| Expression | Able to express his/her thoughts and idea through verbal and body languages |  |  |  |  |  | |
| communication | capable of acting as a bridge for communication between the instructor and students |  |  |  |  |  | |
| Analytical ability | Eequipped with analytical ability which helps to solve course-related matters |  |  |  |  |  | |
| Overall evaluation | Comprehensive evaluation |  |  |  |  | |  |