

TEACHING REFERENCE FORM

Grace Christian Academy
5914 Beaver Ridge Rd.
Knoxville, TN 37931
Telephone 865.691.3427
FAX 865.342.3827

Applicant _____

The above named person has applied and is being considered for a teaching position at Grace Christian Academy. We ask that you kindly give your most candid opinion of him/her, as it is extremely important to the program of the school that only qualified, stable and totally committed persons be employed. We deeply appreciate this courtesy, and shall consider the information contained in this reference to be strictly confidential. Your prompt reply will help us considerably.

GENERAL QUESTIONS:

1. How long have you known the applicant? _____
2. Has the applicant taught under your supervision? _____
3. If yes, where? _____ How long? _____
4. Have you observed any personality problems? _____
5. If you had a vacancy, would you appoint the applicant to fill that vacancy? _____
6. Do you consider the applicant a loyal individual? _____
7. Does the applicant have a well-balanced sense of humor? _____
8. Is the applicant capable of preserving confidences? _____
9. Would you say that the applicant is alert and sensitive to the needs of others? _____
10. Do you consider the applicant to be a decisive individual? _____

GENERAL COMMENTS:

Indicate strengths and weaknesses of the applicant: _____

Are there any situations, present or past, that would preclude the applicant's employment in a Christian school? _____

GENERAL EVALUATION: (Please check one)

	Poor	Fair	Good	Very Good	Excellent
1. Character					
2. Personal Appearance					
3. Poise					
4. Use of English					
5. Energy and Enthusiasm					
6. Tact and Judicial Sense					
7. Emotional Stability					
8. Originality & Initiative					
9. Cooperation					
10. Dependability					
11. Responsiveness to Criticism					
12. General Health					
13. Ability to Discipline					
14. Ability to Influence Pupils					
15. Mastery of Subject					
16. Formal Preparation					
17. General Teaching Ability					

Would you be comfortable with the applicant teaching your children?

Your Name _____ Title _____

Signature _____