

**The University of Tennessee at Chattanooga College of  
Education and Applied Professional Studies Teacher  
Preparation Academy**

**FIELD PLACEMENT EVALUATION FORM**

Student's Name: \_\_\_\_\_ Course: \_\_\_\_\_

Course Instructor: \_\_\_\_\_ Hours at Site: \_\_\_\_\_

Placement Site: \_\_\_\_\_ Grade/Subject: \_\_\_\_\_

**Please rate each of the behaviors with a numeral between 1 and 4.**

**1=High**

**2=Average**

**3=Low**

**4= Unable to Evaluate**

**A. PROFESSIONAL BEHAVIOR**

- \_\_\_\_\_ Is prompt and dependable
- \_\_\_\_\_ Dresses in an appropriate manner
- \_\_\_\_\_ Respects confidential information

**E. INTEREST AND ENTHUSIASM**

- \_\_\_\_\_ Shows alertness, energy, and vigor
- \_\_\_\_\_ Demonstrates initiative and resourcefulness
- \_\_\_\_\_ Motivates students

**B. INTERPERSONAL SKILLS**

- \_\_\_\_\_ Exhibits a positive attitude
- \_\_\_\_\_ Exhibits friendly, courteous behavior
- \_\_\_\_\_ Cooperates with others
- \_\_\_\_\_ Treats students with fairness and respect
- \_\_\_\_\_ Accepts constructive criticism and suggestions

**F. COMMUNICATION SKILLS**

- \_\_\_\_\_ Articulates clearly
- \_\_\_\_\_ Uses proper grammar and vocabulary
- \_\_\_\_\_ Uses appropriate pitch, volume, and inflection
- \_\_\_\_\_ Exhibits effective listening skills
- \_\_\_\_\_ Gives positive, specific feedback

**C. WORK HABITS**

- \_\_\_\_\_ Follows directions
- \_\_\_\_\_ Completes assignments
- \_\_\_\_\_ Uses time wisely
- \_\_\_\_\_ Works well without direct supervision

**G. LESSON PRESENTATION**

- \_\_\_\_\_ Plans and prepares thoroughly and effectively
- \_\_\_\_\_ Demonstrates knowledge of subject matter
- \_\_\_\_\_ Explains materials and directions clearly
- \_\_\_\_\_ Evaluates student learning

**D. MANAGEMENT OF STUDENT BEHAVIOR**

- \_\_\_\_\_ Follows school and classroom policies and procedures
- \_\_\_\_\_ Communicates expectations clearly
- \_\_\_\_\_ Keeps students on task

**Supervisor's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**TURN THIS FORM IN AT THE END OF THE SEMESTER  
ATTACHED TO YOUR FIELD EXPERIENCE PAPER.**

**HAMILTON COUNTY DEPARTMENT OF EDUCATION  
CURRICULUM & INSTRUCTION DEPARTMENT  
3074 HICKORY VALLEY ROAD, CHATTANOOGA, TN 37421  
423-209-8538**

**HCDE STUDENT FIELD EXPERIENCE APPROVAL FORM**

Dear School Principal:

My name is \_\_\_\_\_ and I am a current student at \_\_\_\_\_. A requirement for course: \_\_\_\_\_ (list course name & number) is that I:

Observe in a \_\_\_\_\_ class for \_\_\_\_\_ hours, starting on: \_\_\_\_\_ and ending on: \_\_\_\_\_.

Conduct a case/field study that involves (include number of hours required and start date):

Other (Please explain and list total number of hours required and start date):

I am willing to submit to a criminal background check in keeping with the guidelines of the Hamilton County Department of Education, if required to do so and will do so prior to starting my approved field placement course requirement with HCDE. To the best of my knowledge, there is nothing in my background that would prevent me from working as teacher in Tennessee public schools. I further understand that HCDE will determine whether or not a background check is required and HCDE will not incur the cost for the criminal background check.

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Print Name of Student

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Professor Witness

\_\_\_\_\_  
Print Name of Professor

\_\_\_\_\_  
Date

Approved

Not Approved

Approved Pending Background Check

\_\_\_\_\_  
School Principal Signature

\_\_\_\_\_  
School

\_\_\_\_\_  
Date

**Students Are Required to Show Current College ID to Principals  
This Form Is Not To Be Used for Student Teaching**

