

Berry College
Office of Field Experiences and Student Teaching

MEMO

TO: College Supervisors

FROM:

RE: End of Semester Student Teaching Evaluations

DATE: March 23, 2015

Enclosed with this memo are the Final Evaluation forms for you to submit on your student teachers. The student teachers and cooperating teachers can find their evaluations in their *Student Teaching Handbooks*. Please remind your students and their cooperating teachers that these evaluations must be completed.

All evaluations and student teacher files must be returned to the Office of Field Experiences and Student Teaching before the end of the semester.

Please return your evaluation forms along with your student's grade to my office by Friday, April 24.

Thank you so much for all your help and support.