DATE: ________________________________

TO: Director of Graduate Studies

FROM: ________________________________ (Print Supervisor Name)

____________________________________ (Supervisor Signature)

RE: SDI Requirement

____________________________________ has fulfilled one semester of the required “substantial direct instruction in classroom or laboratory” under my supervision, and involving at least one hour per week of classroom or laboratory teaching as follows:

Semester: ___________  Teaching Assistant ☐  Instructor ☐

Course # ___________  Enrollment: _______  Days/Times: ______________

Course Title: ____________________________________________

Summary of direct instruction including number and length of sessions and nature of instruction:

________________________________________________________________________

________________________________________________________________________

Summary of student evaluations (attach evaluations or a tabulation of responses):

________________________________________________________________________

________________________________________________________________________

Remarks (including any evaluation based on supervisor’s observation):

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

Approved: Director of Graduate Studies ______________________ Date _____________