##### Advisor Review of Instructor Evolvement Packet

Trainee Name

**REVIEWING ADVISOR STATEMENT**

This trainee has completed ITS Part I and Part II, all required Observations/Bench Assists, Co-Teaches, Supervised Teaches, additional training (if applicable) and is ready to evolve to Instructor.

I have reviewed all forms of this trainee’s Instructor Evolvement Packet. I confirm all the following forms are both complete and included in the following order:

*[ ]  Request for Evolvement to Instructor*

*[ ]  Instructor Training Program Agreement—Instructor Training Seminar Part I*

*[ ]  Instructor Training Program Agreement—Instructor Training Seminar Part II*

*[ ]  Advisor Recommendation for Evolvement to Instructor* from an advisor who has experienced the applicant’s work in the classroom including demonstrations/presentations

*[ ]  Instructor Recommendation for Evolvement to Instructor* (or a second *Advisor Recommendation* form from a second advisor) from an instructor who has experienced the applicant’s work in the classroom including demonstrations/presentations

[ ]  Entire *Instructor Training Program Record*

[ ]  *Trainee Observation/Bench Assist Self-Evaluation* **AND** *Instructor Evaluation of Trainee* for all observed/benched classes. Each self-evaluation for a class should be immediately followed by the instructor evaluation for that class, in chronological order by class date.

*[ ]  Trainee Co-Teach Self-Evaluation* **AND** *Instructor Evaluation of Trainee* for all co-taught classes. Each self-evaluation for a class should be immediately followed by the instructor evaluation for that class, in chronological order by class date.

*[ ] Trainee Supervised Teach Self-Evaluation* **AND** *Instructor Evaluation of Trainee* for all supervised classes. Each self-evaluation for a class should be immediately followed by the instructor evaluation for that class, in chronological order by class date.

*[ ]  Advisor Review of Instructor Evolvement Packet* (this form)

Reviewing Advisor

Reviewing Advisor Signature       Date

**Directions for the Reviewing Advisor—choose one**

**In-Person signature**

Physically fill out this form, sign it and return it to your advisee.

**Electronic Signature**

Electronically fill out this form and email it to your advisee. Directions on signing a form electronically are available through [this link.](https://associationdatabase.com/aws/SOBI/asset_manager/get_file/851496)