



<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; border-bottom: 1px solid black;">STUDENT NAME</td> <td style="width: 33%; border-bottom: 1px solid black;">CWID</td> <td style="width: 33%; border-bottom: 1px solid black;">SEMESTER/YEAR</td> </tr> </table>	STUDENT NAME	CWID	SEMESTER/YEAR
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Dear Master's Candidate,

Your overall average score on the writing assessment for EDSC 536 Curriculum Theory and Design was below the "meets expectation" level (< 4). This score indicates that you have difficulty in the following elements of writing:

- Completeness of Response & Quality/Clarity of Thought
- Organization, Sequence of Ideas/Focus
- Accuracy of Content/Vocabulary
- Resources/Support/Examples

Writing proficiency is instrumental to your success as a Master's candidate, and Secondary Education faculty support your commitment to obtain the assistance needed to meet the standard of writing expected in graduate courses. A copy of this letter and a copy of the rubric assessment of your writing has been forwarded to the Graduate Program Advisor. It is your responsibility to schedule an appointment with your advisor to identify ways to improve and to demonstrate that improvement. Please feel free to contact me if you have additional questions.

<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black;">EDSC 536 INSTRUCTOR</td> <td style="width: 50%; border-bottom: 1px solid black;">DATE</td> </tr> </table> <p>My signature indicates I have read and understand the Secondary Education Writing Assessment Policy and the content of this letter. I realize that it is my responsibility to make an appointment with the Graduate Program Advisor to address these concerns. I understand that failure to do so may result in my being barred from enrolling in further classes.</p>	EDSC 536 INSTRUCTOR	DATE
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<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black;">STUDENT SIGNATURE</td> <td style="width: 50%; border-bottom: 1px solid black;">DATE</td> </tr> </table> <p>The following plan has been approved: Plan for the candidate to improve skills in English:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Development of a Student Improvement Plan <input type="checkbox"/> Receiving tutorial help at the University Learning Center or other support center <input type="checkbox"/> Enrollment in a composition course, e.g., English 301 <input type="checkbox"/> Other _____ <p>Plan for monitoring candidate writing proficiency:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Placing student on University academic probation until writing performance is satisfactory <input type="checkbox"/> Requiring course instructors of student to report to graduate advisor on student writing performance <input type="checkbox"/> Student demonstration of completion of one of the above recommendations by way of a writing sample <input type="checkbox"/> Other _____ 	STUDENT SIGNATURE	DATE
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