CPET Certificate of Practice   
- Teaching Experience -

**This form is intended to help you to identify goals and begin planning your teaching experiences to fulfill the “apply” and “reflect” aspects of the CPET Certificate of Practice in University Teaching. Please fill out this form before you begin each new teaching experience and keep it for your records. You should upload this form to your Box Folder and email** [**cpet@caltech.edu**](mailto:cpet@caltech.edu) **to let us know the form has been uploaded and to receive feedback on your ideas and additional resources you may find useful.**

**Deadline : Please return before your Teaching experience start date.**

**Name**:

**Date**:

**What is your chosen teaching experience?**

**What is your role in this experience? What are your responsibilities?**

**Who are your students? What are their backgrounds (e.g. year in program), what are their goals (major v. non-major), and will you have a mix of students? What opportunities does the makeup of your students offer you as a teacher?**

**Broadly speaking, what are your pedagogy or best practice based goals for this experience?**

**Specifically, what methods would you like to incorporate to achieve these goals? Are there any resources you will need to do this?**

**How will you collect feedback on this teaching experience? At what point(s) in the course will you collect feedback?**

**We encourage you to reflect upon your teaching practices throughout the entire experience by keeping reflective journals. Throughout the experience, reflect on whether you believe your teaching strategies are working (are they perceived well by students? Do they appear to help students with the material?), and how you would like to improve them. Journaling is not required and journal entries won’t necessarily be included in the final portfolio, but having a written trail of your ideas serves as a reminder when you are making the portfolio and will help you tell a cohesive story about your progress as a teacher.**