

Tri-County Technical College
English Department/Arts & Sciences Division
Technical Advanced Placement (TAP) Program

Competency Verification & Teacher Recommendation Form

ENG 155 (Communications I)

SECTION I (To be completed by the *student*)

Please complete this section of the form and give it to your English teacher.

Your Name (*PLEASE PRINT*): _____ Phone: _____
Address: _____ SSN: _____
City: _____ State: _____ Zip: _____
High School: _____ Grade: _____

SECTION II (To be completed by the *teacher*)

I verify that this student has mastered all of the major course competencies for ENG 155 (Communications I), which are listed on the back of this form and described completely in the approved syllabus dated Summer 2008. I signify this mastery by placing my initials beside each of the competencies listed. Furthermore, I recommend that this student be permitted to continue in the validation process by taking the TAP exam, which I understand will be arranged through the English Department at Tri-County Technical College.

Teacher Name (*PLEASE PRINT*): _____
Signature: _____
Date: _____

Name of high school course(s) in which this student gained the required competencies for possible TAP advanced standing: _____

Date of course completion, or expected completion: _____

Comments (if applicable): _____

Please make a copy of this form for your records and mail the original to: Ms. Sandra Roddey, Arts and Sciences Division Secretary, Tri-County Technical College, P.O. Box 587, Pendleton, SC 29670. (Questions regarding TAP procedures for ENG 155 should be directed to Ms. Robin B. McFall, English Department Head, at 646-1360.

dp: 10/22/08

Competencies (please initial each one)

- _____ 1. Write a well-organized, well-developed, grammatically and mechanically acceptable paragraph and essay.
- _____ 2. Demonstrate the value of effective communication in everyday life.
- _____ 3. Listen with concentration and understanding.
- _____ 4. Speak competently before an audience by
 - _____ X choosing and narrowing an appropriate topic
 - _____ X communicating an appropriate thesis/specific purpose
 - _____ X providing appropriate supporting material
 - _____ X using an appropriate organizational pattern
 - _____ X using appropriate language
 - _____ X using appropriate vocal variety
 - _____ X using appropriate pronunciation, grammar, and articulation
 - _____ X using appropriate physical behaviors.
- _____ 5. Analyze and compose written and/or oral communication for a specific audience and situation.
- _____ 6. Recognize effective writing.
- _____ 7. Demonstrate responsibility and self-discipline by meeting deadlines and contributing positively in group activities.
- _____ 8. Use a word processor to compose an essay.
- _____ 9. Objectively and diplomatically critique the oral and/or written presentations of classmates.
- _____ 10. Examine cultural diversity and/or multi-culturalism as reflected in various issues and topics.
- _____ 11. Function in and contribute to team/group situations in order to successfully accomplish an objective and/or solve a problem.
- _____ 12. Demonstrate information literacy by determining, locating, reading, synthesizing/utilizing, and accurately crediting (according to MLA guidelines) secondary resource materials on a specific topic.