

# SHARED TEACHER RECOMMENDATION

## Grades Nine Through Twelve – ENGLISH

Name of Applicant \_\_\_\_\_

Applicant for Grade \_\_\_\_\_

### Parent or Guardian

**Parent or Guardian: Please write your child's name in the space above and read and sign the following before giving this to your child's teacher. Please include an addressed/stamped envelope for each school you list below.**

I understand and agree that the information contained on this Teacher Recommendation form is confidential and will be used only in the selection of applicants and will not become part of the applicant's permanent file. I also agree that this completed form will not be available to applicants, parents, or anyone outside of the Admissions Committee, and I waive any right that I may have to see it.

\_\_\_\_\_  
Signature of Parent or Guardian

\_\_\_\_\_  
Date

Please send this recommendation to the following Houston schools:

1. St. Thomas' Episcopal School      Address 4900 Jackwood, Houston, TX      Zip 77096
2. \_\_\_\_\_ Address \_\_\_\_\_ Zip \_\_\_\_\_
3. \_\_\_\_\_ Address \_\_\_\_\_ Zip \_\_\_\_\_
4. \_\_\_\_\_ Address \_\_\_\_\_ Zip \_\_\_\_\_

### Teacher

**Teacher: Please complete this confidential form and return it in the enclosed envelope by January 15.**

In order to give you time to get to know the applicant better, we ask that you *not* complete this form *before December 1*. This Teacher Recommendation form will be treated confidentially and will not be shared with parents. You may wish to retain the original copy for your files to send to additional schools. Thank you for your cooperation and honesty. **The child's application cannot be processed until this form is received in the Admissions Office.**

### Academic Skills

Ratings	Truly Outstanding	Excellent	Above Average	Average	Below Average	Comments
Listens to and follows teacher's directions						
Is attentive to group discussions/activities						
Contributes appropriately to group discussions/activities						
Demonstrates ability to work independently						
Perseveres in spite of difficulty						
Works cooperatively						
Enjoys new challenges						
Demonstrates appropriate energy level						
Demonstrates ability to stay on task						
Exhibits appropriate work ethic						

### Social Skills

Ratings	Truly Outstanding	Excellent	Above Average	Average	Below Average	Comments
Responds positively to constructive criticism						
Establishes friendships easily						
Is comfortable in a group						
Is respectful of faculty						
Is respected by peers						
Demonstrates self-control						
Takes responsibility for belongings						
Is cooperative						
Demonstrates appropriate behavior						
Exhibits emotional maturity						
Demonstrates appropriate energy level						
Takes pride in appearance						

Name of Applicant \_\_\_\_\_

Applicant for Grade \_\_\_\_\_

**Communication Skills**

<i>Ratings</i>	<i>Truly Outstanding</i>	<i>Excellent</i>	<i>Above Average</i>	<i>Average</i>	<i>Below Average</i>	<i>Comments</i>
Ability to express ideas verbally						
Clarity of writing style						
Grammar/Mechanics skills						
Reading rate and fluency						
Reading comprehension						
Knowledge and usage of vocabulary						
Imagination and creativity						

**Circle the words that best describe this applicant.**

- |               |                    |                 |                 |                  |
|---------------|--------------------|-----------------|-----------------|------------------|
| Aggressive    | Disobedient        | Irritable       | Organized       | Self-disciplined |
| Anxious       | Easily discouraged | Manipulative    | Over-protected  | Shy              |
| Articulate    | Follower           | Mature          | Perfectionist   | Social           |
| Cheerful      | Helpful            | Motivated       | Positive leader | Vivacious        |
| Confident     | Honest             | Negative leader | Responsible     | Well-liked       |
| Conscientious | Immature           | Oppositional    | Self-centered   | Witty            |

• Briefly describe the work habits/abilities/challenges. \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

• Is applicant habitually tardy or absent? . Yes No  
 If yes, please explain. \_\_\_\_\_  
 \_\_\_\_\_

• This applicant is:  
 Highly Recommended (Top 5%) Strongly Recommended Recommended Recommended with Reservation Not Recommended  
 If you checked "Recommended with Reservation" or "Not Recommended," please explain. If the same recommendation is not appropriate for all the schools to which the applicant is applying, please explain. \_\_\_\_\_  
 \_\_\_\_\_

• Is there anything regarding the applicant that would be helpful for the Admissions Committee to know? \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

• Is there anything regarding the family that would be helpful for the Admissions Committee to know? \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

• I would: like to be willing to discuss this applicant by telephone.

Signature of Teacher: _____	Date: _____
Print Name: _____	
Name of School: _____	Telephone: _____
School Address: _____	Home Telephone: _____

**Director/Principal**

	<b>Consistently</b>	<b>Usually</b>	<b>Seldom</b>	<b>Not Observed</b>
Parent(s) participate in school activities				
Parent(s) support school policies and procedures				

**Signature of Director/Principal:** \_\_\_\_\_ **Date:** \_\_\_\_\_