

LANGUAGE ARTS/ENGLISH TEACHER RECOMMENDATION



Seventh through Twelfth Grades

RETURN TO: Secondary Office/STUDENT RECORDS
FAX: 734-459-9997
 PHONE: 734-459-3505

Name of Student: _____ Candidate for Grade: _____

Parent or Guardian: Please write your student's name and grade in the space above. Read and sign the following before giving to your student's English teacher. (*Advise them to **return it to P.C.A. via FAX** if possible, or provide an envelope and affix postage before giving it to the Language Arts/English Teacher.*)

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

Parent/Guardian Signature: _____ Date: _____

NOTE: This student's acceptance will be probationary until this form is received in the Admissions Office.

English Teacher: Please complete and return this form (*via FAX is preferable*) **WITHIN ONE WEEK.** As a current teacher, please evaluate the candidate based on your direct knowledge of him or her. Keep in mind that the applicant should be evaluated according to others of the same chronological age. The members of the Admissions Committee thank you for your interest, cooperation, and honesty. Please check the appropriate boxes and include comments. **Your comments will be held in strict confidence.**

This student's acceptance will be probationary until this form is received in the Admissions Office.

GENERAL ACADEMIC ABILITY:

Please check one: _____ Superior _____ High Average _____ Average _____ Below Average

ACADEMIC SKILLS:

	Consistently	Usually	Sometimes	Seldom	Not Observed
Listens to and follows teacher's directions					
Demonstrates an appropriate attention span					
Exhibits good study habits					
Demonstrates ability to work independently					
Perseveres in spite of difficulty					
Works cooperatively					
Completes assigned tasks					
Exhibits problem solving abilities					
Expresses written ideas clearly					
Expresses verbal ideas clearly					
Plans and uses time well					
Is intellectually curious					
Is prepared for class					

SOCIAL SKILLS:

	<i>Consistently</i>	<i>Usually</i>	<i>Sometimes</i>	<i>Seldom</i>	<i>Not Observed</i>
Responds positively to constructive criticism					
Establishes friendships easily and is considerate of others					
Demonstrates emotional maturity that is age appropriate					
Is respected by faculty					
Is respected by peers					
Respects others					
Demonstrates self-control					
Takes responsibility for belongings					
Is cooperative in a group					
Demonstrates appropriate behavior					
Exhibits emotional maturity					
Is a positive influence on peers					
Takes pride in appearance					

Circle the words that best describe this applicant:

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

- Language Arts course the student is currently taking: _____
- Curriculum being used: _____
- Is the student habitually tardy or absent? ____ Yes ____ No
If yes, please elaborate: _____
- If you have additional information that will be helpful to the Admissions Committee in evaluating this candidate's application, please comment. If needed, use another sheet of paper.

- Is there anything regarding the family that would be helpful for us to know?

- Please call me for additional information regarding this applicant**

CHECK ONE:

____ Highly recommend ____ Recommend ____ Recommend with reservation ____ Do not recommend

If this answer is "Do not recommend" or "Recommend with reservation", please explain:

Signature of Language Arts/English Teacher: _____
Name of School: _____ Phone: _____
School Address: _____
City, Zip: _____
Language Arts/English Teacher E-mail Address: _____
Date: _____