

Grades 6–12

# Common Recommendation Form

## PRINCIPAL/HEAD OF SCHOOL COMMENTS

Name of student \_\_\_\_\_ Applicant to grade \_\_\_\_\_

**To the Principal or Head of School:** The student named above is applying to one or more of the schools listed on the back of this form. A full report from the applicant's present school is necessary if he or she is to be given consideration for admission. The items below ask for your sense of this student's emotional and social growth, intellectual development, and relationships within the school community. Our ability to effectively evaluate this student is helped considerably by your timely and candid insights. *All information that you furnish will be kept confidential to the extent the law allows and will not be retained as a part of the student's permanent record.* On behalf of this student, we thank you for your cooperation.

**If you do not feel that you are the appropriate person to fill out this recommendation form, please sign below and pass it on to the guidance counselor or homeroom teacher. Similar forms will be sent to the student's teachers.**

Signature \_\_\_\_\_  
Principal/Head of School

Please complete this recommendation in black ink. ***Retain the original for your files*** and send a photocopy directly to requesting schools.

Please enclose copies of:

- 1) Grades/reports upon completion of the first trimester or semester of the current academic year
- 2) Recent teacher reports or comments, if any
- 3) Attendance record
- 4) Standardized test scores
- 5) Grades/reports for the previous two years

Your name \_\_\_\_\_ Title \_\_\_\_\_

School \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

How long have you known the student? \_\_\_\_\_

What are the first three words that come to mind to describe this student?

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

Please evaluate the candidate in the following areas by placing a check in the appropriate column.

### ACADEMIC AND PERSONAL QUALITIES

	TRULY OUTSTANDING	EXCELLENT	GOOD	AVERAGE	BELOW AVERAGE	COMMENTS
Academic performance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Creativity and imagination	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Motivation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Ability to organize	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Honesty/integrity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Self-esteem	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Self-discipline	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Leadership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Sensitivity to others' feelings/ respect for individual differences	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Reaction to setbacks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Maturity (relative to age)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Sense of humor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____

Number of students in applicant's entire grade: \_\_\_\_\_

If your school computes class rank, please note student's placement in class or estimated rank (by decile) if exact rank not available. \_\_\_\_\_

Has the student been regular in attendance? \_\_\_\_\_

Is there a problem with tardiness? If so, please explain. \_\_\_\_\_

Has the student had any recurrent and/or serious disciplinary problems? Briefly explain and note any serious disciplinary action taken.

Has the student been promoted regularly during her or his school career?  Yes  No

If not, please explain. \_\_\_\_\_

What are the student's strengths?

As a student? \_\_\_\_\_

As a person? \_\_\_\_\_

In which areas does this student need improvement?

As a student? \_\_\_\_\_

As a person? \_\_\_\_\_

Is there any additional information that would be helpful to us in evaluating this applicant? \_\_\_\_\_

**PARENT/SCHOOL RELATIONSHIP**

Parents are an important part of our relationship with the student. To the best of your knowledge and with careful consideration to accuracy, please share with us any thoughts you have regarding this applicant's family, including their involvement in your school.

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To your knowledge, is the parents' perception of their child compatible with the school's understanding of the child? Please comment.

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Are you aware of any family circumstances that affect the student's life at school? \_\_\_\_\_

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Which word(s) best describe the parents in regard to their child?

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

Please explain. \_\_\_\_\_

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Additional comments \_\_\_\_\_

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Signature \_\_\_\_\_ Date \_\_\_\_\_

If we have additional questions, may we call you?  Yes  No

If yes, phone number \_\_\_\_\_ Most convenient time to call is \_\_\_\_\_

**Again, thank you for your time and the helpful information you have provided.**

# Lake Michigan Association of Independent Schools Common Recommendation Form

## PARTICIPATING SCHOOLS

### **THE ANCONA SCHOOL**

4770 S. Dorchester Ave.  
Chicago, IL 60615-2023  
Tel: (773) 924-2356  
E-mail: fgreen@anconaschool.org  
Web: www.anconaschool.org

### **THE AVERY COONLEY SCHOOL**

1400 Maple Ave.  
Downers Grove, IL 60515-4849  
Tel: (630) 969-0800  
E-mail: agilla@averycoonley.org  
Web: www.averycoonley.org

### **BAKER DEMONSTRATION SCHOOL**

201 Sheridan Rd.  
Wilmette, IL 60091-3452  
Tel: (847) 425-5800  
E-mail: admissions@bakerdemschool.org  
Web: www.bakerdemschool.org

### **BERNARD ZELL ANSHE EMET DAY SCHOOL**

3751 N. Broadway St.  
Chicago, IL 60613-4104  
Tel: (773) 572-1236  
E-mail: admissions@bzaeds.org  
Web: www.bzaeds.org

### **BRICKTON MONTESSORI SCHOOL**

8622 W. Catalpa Ave.  
Chicago, IL 60656-1720  
Tel: (773) 714-0646  
E-mail: molly.arnoldt@brickton.org  
Web: www.brickton.org

### **THE CATHERINE COOK SCHOOL**

226 W. Schiller St.  
Chicago, IL 60610-1808  
Tel: (312) 266-3381  
E-mail: admission@catherinecookschool.org  
Web: www.catherinecookschool.org

### **CHIARAVALLE MONTESSORI SCHOOL**

425 Dempster St.  
Evanston, IL 60201-4706  
Tel: (847) 864-2190  
E-mail: admission@chiaravalle.org  
Web: www.chiaravalle.org

### **CHICAGO ACADEMY FOR THE ARTS**

1010 W. Chicago Ave.  
Chicago, IL 60642-5414  
Tel: (312) 421-0202  
E-mail: generalinfo@chicagoartsacademy.org  
Web: www.chicagoartsacademy.org

### **CHICAGO WALDORF SCHOOL**

1300 W. Loyola Ave.  
Chicago, IL 60626-5104  
Tel: (773) 465-2371  
E-mail: lpayton@chicagowaldorf.org  
Web: www.chicagowaldorf.org

### **THE CHILDREN'S SCHOOL**

1428 S. Wesley Ave.  
Berwyn, IL 60402  
Tel: (708) 484-8033  
E-mail: Admissions@TheChildrensSchool.info  
Web: www.csop.us

### **COUNTRYSIDE MONTESSORI SCHOOL**

1985 Pfingsten Rd.  
Northbrook, IL 60062-5853  
Tel: (847) 498-1105  
E-mail: info@countysidemontessori.org  
Web: www.countrysidemontessori.org

### **DA VINCI ACADEMY**

37W080 Hopps Rd.  
Elgin, IL 60124-8519  
Tel: (847) 841-7532  
E-mail: admissions@dvacademy.org  
Web: www.dvacademy.org

### **FRANCIS W. PARKER SCHOOL**

330 W. Webster Ave.  
Chicago, IL 60614-3820  
Tel: (773) 797-5107  
E-mail: admission@fwparker.org  
Web: www.fwparker.org

### **LAKE FOREST COUNTRY DAY SCHOOL**

145 S. Green Bay Rd.  
Lake Forest, IL 60045-3053  
Tel: (847) 234-2350  
E-mail: chris.nicoletta@lfcds.org  
Web: www.lfcds.org

### **LA LUMIERE SCHOOL**

6801 N. Wilhelm Rd.  
LaPorte, IN 46350-8627  
Tel: (219) 326-7450  
E-mail: admissions@lalumiere.org  
Web: www.lalumiere.org

### **LATIN SCHOOL OF CHICAGO**

59 W. North Blvd.  
Chicago, IL 60610-1492  
Tel: (312) 582-6060  
E-mail: admissions@latinschool.org  
Web: www.latinschool.org

### **MORGAN PARK ACADEMY**

2153 W. 111th St.  
Chicago, IL 60643-3917  
Tel: (773) 881-6700  
E-mail: info@morganparkacademy.org  
Web: www.morganparkacademy.org

### **NORTH PARK ELEMENTARY SCHOOL**

2017 W. Montrose Ave.  
Chicago, IL 60618-1713  
Tel: (773) 327-3144  
E-mail: npesadmissions@npeschool.org  
Web: www.npeschool.org

### **NORTH SHORE COUNTRY DAY SCHOOL**

310 Green Bay Rd.  
Winnetka, IL 60093-4094  
Tel: (847) 441-3313  
E-mail: admissions@nscds.org  
Web: www.nscds.org

### **QUEST ACADEMY**

500 N. Benton St.  
Palatine, IL 60067-3564  
Tel: (847) 202-8035  
E-mail: admission@questacademy.org  
Web: www.questacademy.org

### **ROYCEMORE SCHOOL**

640 Lincoln St.  
Evanston, IL 60201-2467  
Tel: (847) 866-6055  
E-mail: info@roycemoreschool.org  
Web: www.roycemoreschool.org

### **SACRED HEART SCHOOLS:**

#### **The Academy for Girls and Hardey Preparatory for Boys**

6250 N. Sheridan Rd.  
Chicago, IL 60660-1730  
Tel: (773) 681-8418  
E-mail: admissions@shschicago.org  
Web: www.shschicago.org

### **UNIVERSITY OF CHICAGO LABORATORY SCHOOLS**

1362 E. 59th St.  
Chicago, IL 60637-1793  
Tel: (773) 702-9451  
E-mail: admissions@ucls.uchicago.edu  
Web: www.ucls.uchicago.edu