

# Confidential Principal, Counselor or Teacher Recommendation Form

Recommendation must be received for the application to be complete

Applicants First Name: \_\_\_\_\_ MI: \_\_\_\_\_ Last Name: \_\_\_\_\_

Grade Applying For: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**INSTRUCTIONS TO APPLICANT/PARENT/GUARDIAN:** Please complete items 1-2, then give this form to an authorized individual at your child's current school and ask that it be completed and returned to: Registrar, Grace Christian School, 7760 Prue Road, San Antonio, TX 78249. The person completing the form may also email it to the school at [gracectx@gmail.com](mailto:gracectx@gmail.com).

Please sign the following waiver form: I the undersigned, hereby voluntarily waive any right or privilege provided by Public Law 93-380 to inspect or challenge the content and comments expressed in this "Confidential Principal, Counselor, or Teacher Recommendation Form".

Signature of Parent or Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

**INSTRUCTIONS TO PRINCIPAL, COUNSELOR, OR TEACHER:** Please complete this form as carefully and thoughtfully, and mail or email it directly to the school as soon as possible. Since we expect straightforward comments, we will treat all information as strictly confidential. We appreciate your assistance.

Name of individual completing form \_\_\_\_\_

Title of individual completing form. \_\_\_\_\_

Length of time acquainted with student \_\_\_\_\_

Does the candidate have any significant limitations? (physical, social, emotionally): \_\_\_\_\_

Is the candidate's record with you a true indication of ability, or have outside circumstances interfered with academic achievement? (ie: illness, excessive involvement in extracurricular activities, difficult home situations, etc.) If not a true indication please explain: \_\_\_\_\_

This student has been sent to the office for disciplinary problems: Often \_\_\_ Seldom \_\_\_ Never \_\_\_

This student has been suspended \_\_\_\_\_ times.

Has the student been expelled and not eligible to return next year? Yes \_\_\_ No \_\_\_

**Please complete both sides of this form.**

Please indicate your ratings by number in the right hand columns. Use a question mark where you have insufficient evidence. Your evaluation of the applicant will be of invaluable assistance to the Admissions Office and your comments will be held in strict confidence.

	5	4	3	2	1	Rating Given
ACADEMIC ABILITY	Exceptional	Above Average	Average	Lower Marginal Ability	Poor, Academic Risk	
INITIATIVE, DRIVE	Outstanding, Resourceful	Well Above the Average	Generally Strong Enough	Occasional Weakness or Lacking	Very weak	
PARENTAL SUPPORT	Exceptional	Quite good	Average	Sometimes not supportive	Often Not Supportive	
PEER RELATIONSHIPS	Highly Respected, Well Liked	Respected, Liked	Accepted but Not Sought Out	Some Difficulty Cultivating	Poor, Unskilled in Relating	
RESPECT FOR AUTHORITY	Works Very Well with Authority	Works Well with Authority	Mild Resistance	Periodic Rebellion	Rebellious to Those in Authority	
CONDUCT	Outstanding in Every Aspect	Generally Excellent	Good or Acceptable	Marginal	Poor or Intolerable	
INTEGRITY	Exceptional Upright	Noticeably Upright	Upright/No Cause to Question	Weak or Questionable	Record of Dishonesty	
PERSONAL QUALITIES	Superior Personal Qualities	Great Personal Strengths	Strengths Outweigh Weaknesses	Somewhat Immature for Age	Very Immature for Age	
EMOTIONAL STABILITY	Extremely well Balanced	Well balanced	Usually No Problems	Some problems	Many Problems	
INTEREST IN EXTRA ACTIVITIES	Outstanding	Commendable, Next to Top Activities	Active	Minor	Does Not Participate	
LEADERSHIP	Outstanding Leader	Commendable, Next to Top Positions	Capable, Minor Leadership	No Sign of Leadership	Record of Irresponsibility	
SUMMARY AS A STUDENT	Outstanding	Above Average	Average	Below Average	Poor	
SUMMARY AS A PERSON	Outstanding	Above Average	Average	Below Average	Poor	

Outstanding talents/accomplishments or reservations not covered by the above categories: \_\_\_\_\_

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**Please mail the recommendation to:**

Grace Christian  
 Attn: School Registrar  
 7760 W. Prue Road  
 San Antonio, TX 78249

**Or email it to:**

gracecstx@gmail.com

**If you have any questions, please call (210) 265-8166.**