

O'CONNELL COLLEGE PREPARATORY SCHOOL

1320 TREMONT STREET, GALVESTON, TX 77550

ENGLISH TEACHER RECOMMENDATION FORM FOR APPLICANTS ENTERING GRADES NINE THROUGH TWELVE

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.

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

Teacher: Please complete this confidential form and return it by March 31st, 2017.

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 student'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

Ratings	Truly Outstanding	Excellent	Above Average	Average	Below Average	Comments
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 applicant’s work habits/abilities/challenges. _____

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

• Please describe any special teaching or testing accommodations/modifications that have been provided for the applicant in the classroom.

• This applicant is:
 Highly Recommended Recommended Recommended with Reservation Not Recommended
If you checked “Recommended with Reservation” or “Not Recommended,” please explain. _____

• This applicant should be placed in:
 Advanced College Prep English Regular College Prep English Basic English

• 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 or be willing to discuss this applicant by telephone.

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