

CATHOLIC HIGH SCHOOLS
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 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

Parents will need to check each school below to which students are applying. Teacher should please complete this form, duplicate it and send to the Admissions Office at the following Houston Catholic schools (check each that apply). Parents should provide envelopes for each school.

- Cristo Rey Jesuit College Preparatory, 6700 Mount Carmel Street, Houston, TX 77087**
- Duchesne Academy of the Sacred Heart, 10202 Memorial Drive, Houston, TX 77024**
- Incarnate Word Academy, 609 Crawford Street, Houston, TX 77002**
- Pope John XXIII, 1800 W. Grand Parkway, Katy, TX 77449**
- Strake Jesuit College Preparatory, 8900 Bellaire Blvd., Houston, TX 77036**
- St. Agnes Academy, 9000 Bellaire Blvd., Houston, TX 77036**
- St. Pius X High School, 811 W. Donovan Street, Houston, TX 77091**
- St. Thomas High School, 4500 Memorial Drive, Houston, TX, 77007**

Teacher: Please complete this confidential form and return it by January 15, 2011.

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

| <i>Ratings</i> | <i>Truly Outstanding</i> | <i>Excellent</i> | <i>Above Average</i> | <i>Average</i> | <i>Below Average</i> | <i>Comments</i> |
|---|--------------------------|------------------|----------------------|----------------|----------------------|-----------------|
| 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

| <i>Ratings</i> | <i>Truly Outstanding</i> | <i>Excellent</i> | <i>Above Average</i> | <i>Average</i> | <i>Below Average</i> | <i>Comments</i> |
|---|--------------------------|------------------|----------------------|----------------|----------------------|-----------------|
| 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 I Regular College Prep English I 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: _____ |