



ADMINISTRATOR RECOMMENDATION

This form is to be completed by a school administrator. The evaluation will be used by persons on the Admissions committee and will not become part of the student's cumulative folder; therefore, this form will not be open to general review. Thank you for your time in preparing this report. Your carefully considered judgment will have a direct bearing on this student's acceptance.

NAME OF APPLICANT:	APPLYING FOR GRADE:
CURRENT SCHOOL:	DATE STUDENT ENTERED:

In relation to other students in the applicant's age group, please check the appropriate box for each item below.

STUDENT RATING	EXCELLENT	GOOD	AVERAGE	POOR
MOTIVATION: Committed to learning; attentive to goals; inclined to complete tasks; works beyond minimal expectations				
SENSE OF RESPONSIBILITY: Concerned with the welfare and rights of others; respects other's and school's property; follows school rules and regulations				
PERSONAL RELATIONSHIPS: Works well in groups; liked by students/adults; relates to peers and adults in a respectful manner				
INITIATIVE AND LEADERSHIP: Often called upon to lead group activities; voluntarily participates in class and co-curricular activities				
COOPERATION:				
GENERAL CONDUCT/EFFORT:				
WORK AND STUDY HABITS:				

1. Is this student in any advanced sections or programs in your school? If so, please explain.

2. In which academic areas, if any, does this student have particular strengths?

3. In which academic areas, if any, do you feel this student may need improvement?

4. Has this student been recognized for any outstanding academic or athletic achievements, and/or for artistic performance?

5. Has the student been subject to any serious disciplinary procedure (suspension, dismissal, etc.)? Y N

If yes, please explain:

6. Is there any additional information that you think might or should influence our decision about this student?

Damien High School offers a rigorous college preparatory curriculum. Please make a recommendation based on how you see this student adapting to such a program.

HIGHLY RECOMMEND	RECOMMEND	RECOMMEND WITH RESERVATIONS	DO NOT RECOMMEND <small>(please include explanation in # 6 above)</small>
Is there any additional information that would be better conveyed through a phone conversation? Y N			
If yes, please provide phone number:			

RECOMMENDING ADMINISTRATOR NAME (PLEASE PRINT):	TITLE:
NAME OF SCHOOL (IF NOT CURRENT SCHOOL):	SCHOOL PHONE:
SCHOOL ADDRESS:	
SIGNATURE:	DATE:

*Please return directly to Damien High School as soon as possible:
Attention: Admissions Coordinator*

Damien High School
Attn: Admissions
2280 Damien Ave.
La Verne, CA 91750