



Beaches Episcopal School • The Bolles School Whitehurst and Ponte Vedra Beach Campuses  
 Episcopal School of Jacksonville • Grace Episcopal Day School • Greenwood School  
 Jacksonville Country Day School • Christ's Church Academy • Martin J. Gottlieb Day School  
 Providence School • Riverside Presbyterian Day School • St. Johns Country Day School  
 St. Mark's Episcopal Day School • San Jose Episcopal Day School • The Discovery School

## Teacher Recommendation Form For Grades 2 through 6

**Parent/Guardian:**

Name of Applicant \_\_\_\_\_ Date of birth \_\_\_\_\_

Applying for Grade:  2  3  4  5  6    Applying for school year: \_\_\_\_\_  Male  Female

The Schools listed above are all accredited by the Florida Council of Independent Schools and have created this shared form to be filled out by the appropriate person at the applicant's school – current teacher, principal, and/or director. We ask that you please complete the form and return it directly to the appropriate school(s) by mail or facsimile. It may not be hand-carried by the parent.

If the applicant has applied to more than one of the schools listed above, you may duplicate this recommendation. Thank you for your time, effort, and consideration. Please keep a copy of this form for your records.

For the applicant named above, I authorize the release of school records, including an official transcript (if applicable) of all grades as well as the results of any academic testing. I acknowledge that I waive my right to read the confidential letter recommendation form and the school records.

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

**Teacher:**

Your insights and observations are important in helping to determine appropriate independent school placement for the child and the family so that his/her aspirations can best be reached. Please know that the professional comments you share will be held in strictest confidence and will be made available only to admission and guidance officers of the school. This form will not become a part of the student's permanent records.

Personal Attributes	Outstanding	Above Average	Average	Below Average
Conduct				
Attitude and cooperation				
Character and integrity				
Peer relationships				
Responsibility for personal actions				
Concern for others				
Respect for adults				
Leadership				

Comments: \_\_\_\_\_

Academics	Outstanding	Above Average	Average	Below Average
Academic ability				
Achievement in relation to potential				
Intellectual curiosity				

Comments: \_\_\_\_\_

Study Skills	Consistently	Usually	Sometimes	Rarely
Able to work independently				
Follows directions				
Is organized				
Demonstrates attention span				
Participates and shows interest				
Works well in a group				
Completes classwork assignments on time				
Completes homework assignments on time				

Comments: \_\_\_\_\_

Family Information	Consistently	Usually	Sometimes	Rarely
Communicates openly with school				
Participates in school activities				
Cooperates with classroom teachers				
Follows the rules and policies of the school				

Comments: \_\_\_\_\_

Has this student ever been involved in disciplinary action(s)? If yes, please explain: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Administrative Comment (optional) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Name \_\_\_\_\_ Position \_\_\_\_\_

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

School \_\_\_\_\_ Phone \_\_\_\_\_

School address \_\_\_\_\_

Signature (Administrator) \_\_\_\_\_ Date \_\_\_\_\_