

**Administrative Recommendation
Confidential**

The following schools have agreed to use this common evaluation form for students applying to Richmond area independent schools: Benedictine, Collegiate, St. Christopher's, Trinity, Saint Gertrude and Steward. We hope the use of this form will reduce the workload of teachers by having them complete only one form per student to provide us with the necessary information to make informed admission decisions.

Your candid assessment of this student will have a bearing on our admission decision, and your insights will remain confidential. Thank you for your thoughtful consideration and comments.

Application to: _____ Current Grade: _____ 20

Student's Name: _____

What is your relationship? _____ How long have you known him/her?
(E.g. guidance counselor) (Months/years)

Please check the appropriate answer and provide explanations if you check "Yes" to any of the following:

✓ Are there any special strengths or talents that this student contributes to your school? Yes No

✓ Are there any special circumstances or problems of which we should be aware? Yes No

✓ Has the student ever been involved in a serious infraction of school rules? Yes No

✓ Have any specific learning differences been noted? If so, have any modifications been made to the student's academic program to help him/her cope with learning differences? Yes No

✓ Has any outside testing been administered in the last two years? Yes No

✓ Have the parents had a positive relationship with the school? Yes No

Please indicate the family's relationship with the school in the following areas:

Cooperation with school regulations	<input type="checkbox"/> Always	<input type="checkbox"/> Usually	<input type="checkbox"/> Sometimes	<input type="checkbox"/> Rarely
Cooperation with faculty/administration	<input type="checkbox"/> Always	<input type="checkbox"/> Usually	<input type="checkbox"/> Sometimes	<input type="checkbox"/> Rarely
Communication with school	<input type="checkbox"/> Always	<input type="checkbox"/> Usually	<input type="checkbox"/> Sometimes	<input type="checkbox"/> Rarely
Participation in school community	<input type="checkbox"/> Always	<input type="checkbox"/> Usually	<input type="checkbox"/> Sometimes	<input type="checkbox"/> Rarely
Fulfillment of financial responsibilities	<input type="checkbox"/> Always	<input type="checkbox"/> Usually	<input type="checkbox"/> Sometimes	<input type="checkbox"/> Rarely
Involvement in student's education	<input type="checkbox"/> Always	<input type="checkbox"/> Usually	<input type="checkbox"/> Sometimes	<input type="checkbox"/> Rarely
Parental expectations for student	<input type="checkbox"/> Realistic	<input type="checkbox"/> Unrealistic	<input type="checkbox"/> Unknown	

Please add any comments which may help us know the student better (e.g. special strengths/talents):

I recommend this student: Enthusiastically Strongly With reservation Not at all

Signature _____ Date _____

Name and Title (please print) _____

School _____ Address _____