

**The Association of Independent Schools of Greater Washington (AISGW)  
Common English Teacher Recommendation Form  
for Students Entering Grades 6-12**

*Please submit the completed form to the school to which the student is applying*

**Applicant Name:** \_\_\_\_\_ **Applying to Grade:** \_\_\_\_\_

**To the Applicant's Parent or Guardian:** Complete the above information and read/sign the statement below. Give a signed copy of this form to your child's teacher(s) and request that it be sent directly to the school(s) to which your child is applying by each school's due date.

For the child named above, *I hereby waive my right to access this recommendation and authorize the person completing this form to provide an evaluation and all relevant information to the designated school(s) for purposes of my child's admission application.*

- Signature of student entering 9<sup>th</sup> grade or higher: \_\_\_\_\_ Date: \_\_\_\_\_
- Signature of parent or legal guardian or student over age 18: \_\_\_\_\_ Date: \_\_\_\_\_

**To the Teacher:** AISGW schools share a commitment to a college preparatory curriculum in a supportive atmosphere. These schools seek a student body representative of the diverse population of the greater Washington, D.C. area. All AISGW schools have financial aid programs. With this background in mind, we appreciate your cooperation in completing this form. Please be candid about this student's academic ability and motivation. We understand the difficulty in evaluating a student and are fully aware that children are constantly growing, changing and developing. *This form is only one piece of the student's profile to be used in our assessment process and will not become part of the applicant's permanent record. If the applicant and the applicant's parent/guardian have signed the waiver above, your recommendation will be kept confidential to the extent allowed by law.*

<b>ACADEMIC QUALITIES</b>	<b>One of the Best Ever</b>	<b>Excellent</b>	<b>Good</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>	<b>No Opportunity to Observe</b>
Study Habits							
Attention Span							
Ability to Work Independently							
Ability to Organize and Communicate Ideas							
Motivation							
Intellectual Curiosity							
Critical and Abstract Thinking Skills							
Level of Engagement							

<b>PERSONAL QUALITIES</b>	<b>One of the Best Ever</b>	<b>Excellent</b>	<b>Good</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>	<b>No Opportunity to Observe</b>
Creativity							
Self-Confidence							
Leadership Potential							
Reaction to Criticism							
Reaction to Setbacks							
Concern for Others							
Personal Conduct							
Personal Integrity							
Ability to Act Independently							
Ability to Work Cooperatively							
General Level of Maturity							
Sense of Humor							
Interaction with teachers/adults							
Social Relationship with Peers							

1. Please compare this student's academic achievement to his/her ability.

2. Please comment on the student's reading and writing skills. How would you assess this student's reading skills and general interest in reading beyond assigned work?
  
3. What are the merits and weaknesses of this student's written work?
  
4. What are this student's overall academic strengths and weaknesses?
  
5. Briefly describe the content of your course. What are the frequency, nature, and length of reading and writing assignments in and outside of class?
  
6. Have absences in any way affected the student's classroom performance?
  
7. Please comment on the student as a person. (Consider maturity, integrity, behavior, relationships with peers, self-confidence).

8. Is there any additional information that can be better conveyed in a phone conversation?

Yes    No    If Necessary

Please provide a phone number where you can be reached: \_\_\_\_\_ Ext. \_\_\_\_\_  
 Grade(s) you have taught this applicant:    5<sup>th</sup>    6<sup>th</sup>    7<sup>th</sup>    8<sup>th</sup>    9<sup>th</sup>    10<sup>th</sup>    11<sup>th</sup>    12<sup>th</sup>

Name: \_\_\_\_\_ Position: \_\_\_\_\_  
 Subject(s) you taught applicant: \_\_\_\_\_ Grade(s) Received: \_\_\_\_\_  
 School: \_\_\_\_\_ School Phone: \_\_\_\_\_  
 School Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**I am familiar with this school's program:**    Not at All    Somewhat    Fairly    Very Familiar

I recommend this student	With			With	
	Not at All	Reservation	Mildly	Confidence	Enthusiastically
Academic Ability and Promise					
Character and Personal Promise					
Overall					

Please share any additional comments regarding the student's appropriateness for the school named above.