



# **\*\*CONFIDENTIAL\*\***

## **Teacher Recommendation Form**

FOR STUDENTS APPLYING TO GRADES  
1-5. TO BE COMPLETED BY YOUR CHILD'S  
TEACHER

You have been asked by (student name) \_\_\_\_\_ to complete a confidential record form as s/he applies to Evergreen Academy Elementary School. Please complete this confidential form as accurately as possible and sign at the bottom of this page. Please send this completed form to:

Admissions Office  
Evergreen Academy Elementary  
16017 118<sup>th</sup> Place NE  
Bothell, WA 98011

Name of person completing form: \_\_\_\_\_

Position: \_\_\_\_\_ School: \_\_\_\_\_

How long have you known the applicant? \_\_\_\_\_

How many years has the applicant attended your school? \_\_\_\_\_

This year, how many times has the applicant been absent? \_\_\_\_\_ Tardy? \_\_\_\_\_

Has the applicant ever been suspended from your school? \_\_\_\_\_ Expelled? \_\_\_\_\_

How active are the parents/guardians involved in the school community? O Always O Mostly O Rarely

What are the first words that come to mind to describe the applicant? \_\_\_\_\_

THE STUDENT:	All of the time	Most of the time	Some of the time	Rarely	Comments
Displays intellectual creativity					
Demonstrates higher-level thinking skills					
Works to potential					
Participates actively in class					
Works well independently					
Works well with others					
Completes work on time					

THE STUDENT:	All of the time	Most of the time	Some of the time	Rarely	Comments
Manages time effectively					
Is punctual					
Responds appropriately to criticism					
Takes responsibility for actions					
Cooperates with teachers					
Respects the learning environment					
Relates well to others					
Treats others with respect and dignity					
Demonstrates integrity					
Demonstrates leadership qualities					
Participates in school activities					

Please give your realistic appraisal of the student's academic strengths/weaknesses and work ethic. Indicate any unique talents, personal qualities, special circumstances, special accommodations, or modified curricula needed in the classroom.

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I recommend this student for Evergreen Academy Elementary School:

\_\_\_\_\_enthusiastically\_\_\_\_\_with confidence\_\_\_\_\_with reservations\_\_\_\_\_not at all

Additional comments:

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I would like a telephone conference to provide further information: O No O Yes

If yes, best time to call:\_\_\_\_\_ Phone number to call: \_\_\_\_\_

Printed Name:\_\_\_\_\_

Signature:\_\_\_\_\_Date: \_\_\_\_\_