



## RECOMMENDATION FORM

Name of Applicant

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Name of School

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**To the Applicant:** Kindly fill up the information above. Choose two persons who know you well and who are presently holding positions of authority over you in your present school: your principal, and either your adviser or counselor. Give a copy of this form to each of these two persons. Provide each with an envelope.

**To the Persons Recommending:** The person above is a Grade/ Year \_\_\_\_\_ applicant of Canossa School, Sta. Rosa, Laguna. Please make your judgment carefully and fill out the form completely as it will surely be used in the evaluation of the student. After accomplishing this form, please place in a sealed envelope with your signature across the flap and return to the applicant. **Unsealed and unsigned recommendations will not be accepted.** Thank you for your cooperation.

A. **GENERAL ASSESSMENT:** How would you assess the applicant using the following criteria? Please check accordingly.

	Above Average	Average	Below Average	No Chance to Observe
1. Communication Skills:				
Oral				
Written				
2. Motivation				
3. Consistency of Performance				
4. Emotional Stability				
5. Character and Attitude				

B. **COMMENTS: PLEASE DO NOT LEAVE THIS BLANK.** Your honest evaluation of the applicant will help the Committee decide on his/her application (e.g. intellectual strengths and weaknesses, level of maturity, sense of service in school and/or community)

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### C. SUMMARY EVALUATION (Check one)

- I strongly recommend the applicant for admission.
- I recommend the applicant for admission
- I recommend, with reservation, the applicant for admission. The reasons are stated above.
- I do not recommend the applicant for admission. The reasons are stated above.

Printed Name \_\_\_\_\_ Position \_\_\_\_\_  
 Signature \_\_\_\_\_ Date \_\_\_\_\_