



RECOMMENDATION LETTER

Child's Name _____ **Date:** _____
Incoming Grade Level: _____ **Name of Parents/Guardian:** _____

Dear Principal:

Your student whose name appears above has a pending application in our school. We would be very grateful if you could fill up this form as truthfully as possible. This will serve as one of the basis for his/her acceptance in our school. May we also ask that you enclose this letter in a sealed envelope with your signature across the flap.

Thank you very much for your help.

Sincerely yours,

Armia R. Pomoy
Principal

Please use the rating below to evaluate the child's performance on the following:

Needs Improvement	Fair	Satisfactory	Very Good	Excellent
1	2	3	4	5

COGNITIVE DEVELOPMENT

	Rating
The child shows good academic standing in all his/her subjects.	
The child applies reasoning skills in order to solve problems presented to him/her.	
The child communicates knowledge clearly, precisely, and confidently, both orally and in written form.	

Does the child have any difficulty with academics? Yes No Please specify the subjects:

Does the child have any learning disabilities that we should know about? Yes No

Specify the case: _____

In your knowledge, does the child have intervention or avails of therapy for his/her disabilities?
 If yes, where and how often? _____

SCHOOL PARTICIPATION

	Rating
The child actively participates in the activities of the school.	

SOCIO-EMOTIONAL DEVELOPMENT

	Rating
A. Intra-Personal Growth	
The child generally shows a positive, healthy self-image.	
The child pursues tasks with diligence, perseverance, and focused attention.	
B. Relationship with Teachers	
The child shows respect towards his/her teachers.	
The child works cooperatively with his/her teachers in and out of the classroom.	
C. Relationship with Peers	
The child shows rapport and respect towards other children.	

Does the child exhibit socio-emotional problems in school? What are its manifestations?

Has the child been sanctioned for disciplinary problems? Please specify.

PARENT'S INVOLVEMENT

	Rating
The child's family actively participates in the activities of the school.	
The child's parents meet their financial obligations to the school on time.	
The child's parents cooperate with the school in fulfilling whatever learning needs the child may have.	

Additional comments you may have regarding the child:

Please affix the school's dry seal here

Principal's Name: _____

Signature: _____

Date: _____

