



Concordia College
1739 Pedro Gil St., Paco, Manila
Integrated Basic Education Department

RECOMMENDATION FORM

To the Principal/Adviser/Guidance Counselor:

_____ (Name of applicant) is seeking admission in the _____ grade of Concordia College Integrated Basic Education Department for school year 20____ - 20____. It would be of great help to us if you could provide relevant information about the applicant. Your response shall be held in confidence.

Thank you.

The Admissions Committee

I. Please check the terms that best describe the student.

1. Intellectual Ability

<input type="checkbox"/> Superior	<input type="checkbox"/> Average	
<input type="checkbox"/> High Average	<input type="checkbox"/> Below Average	
2. Communication Skills

ORAL	WRITTEN
<input type="checkbox"/> High Average	<input type="checkbox"/> High Average
<input type="checkbox"/> Average	<input type="checkbox"/> Average
<input type="checkbox"/> Below Average	<input type="checkbox"/> Below Average
3. Scholastic standing in relation to the whole graduating class

<input type="checkbox"/> Top 10%	<input type="checkbox"/> Middle 50%	
<input type="checkbox"/> Upper 25%	<input type="checkbox"/> Lower 25%	
4. Ability to deal with others

<input type="checkbox"/> Sociable	<input type="checkbox"/> Reserved	<input type="checkbox"/> Independent
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5. Emotional stability

<input type="checkbox"/> Sensitive	<input type="checkbox"/> Stable	<input type="checkbox"/> Aggressive
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6. Diligence in studies

<input type="checkbox"/> High Average	<input type="checkbox"/> Average	<input type="checkbox"/> Below Average
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7. Integrity

<input type="checkbox"/> Not dependable	<input type="checkbox"/> Generally honest and trustworthy	
<input type="checkbox"/> Quite dependable	<input type="checkbox"/> Always honest and trustworthy	

II. How do you rate the extent of the student's observance of the school rules and regulations?

- Very Good Good Fair Poor

III. How long and in what capacity have you known the applicant?

IV. Other comments: _____

V. To what extent do you recommend the applicant (Please check one)

- I strongly recommend the applicant for admission.
 I recommend the applicant for admission.
 I recommend the applicant for some reservation.
 I don't recommend the applicant.

Name of Recommending Person: _____ Signature: _____

Position: _____ School: _____ Date Accomplished: _____

*After accomplishing this form, place in an envelope, seal, and sign across the flap and give back to the applicant who will submit before the examination date.

Please address the envelope:

The Committee on Admissions
Integrated Basic Education Department
Concordia College, Manila