



JOSE MARIA COLLEGE

Admissions Office

JUNIOR AND SENIOR HIGH SCHOOL RECOMMENDATION FORM

TO THE APPLICANT: Please give this form to two (2) persons who know you well enough, e.g., your guidance counselor, class adviser, or principal. Then submit this form to the Admissions Office.

TO THE REFERENCE: Please provide us information on how well you know the student by answering the questions below. Then place it in the envelope provided by the student. Seal and sign the flap of the envelope. All information will be treated as strictly confidential.

_____ is applying for admission to
Last Name First Name Middle Name
Jose Maria College for the School Year _____.

A. How long have you known the applicant? In what capacity?

B. How would you assess the student applicant using the following criteria? Please check accordingly.

	Excellent	Very Satisfactory	Satisfactory	Needs Improvement
1. Academic Performance				
2. Oral Communication Skills				
3. Written Communication Skills				
4. Personality				
5. Conduct				

C. How long has the applicant stayed in your school?

D. Has the applicant been placed on probationary status during his/her stay in your school? Please check the appropriate box.

NO YES If yes, Academic Disciplinary

Please explain briefly: _____

E. Please provide the JMC Admissions office any information about him/her (e.g. Strengths, Weaknesses, Talents, Awards, Family Background, Interpersonal Relationships, etc. Extra sheet may be used.)

F. RECOMMENDATION:

- ___ I strongly recommend the applicant for admission.
- ___ I recommend the applicant for admission.
- ___ I recommend the applicant for admission with some reservations.
- ___ I do not recommend the applicant for admission.

PRINTED NAME: _____ SIGNATURE: _____ Date: _____

DESIGNATION/TITLE: _____ INSTITUTION: _____

ADDRESS: _____ TELEPHONE/CELLPHONE: _____

Thank you!