



# DILIMAN PREPARATORY SCHOOL

Commonwealth Avenue, Diliman, Quezon City  
931.0731/931.1092

## RECOMMENDATION FORM

Name of Applicant (Please Print)

\_\_\_\_\_ Sex: \_\_\_\_\_

**Last** \_\_\_\_\_ **First** \_\_\_\_\_ **M.I.** \_\_\_\_\_

School: \_\_\_\_\_ Tel. No: \_\_\_\_\_

School Address: \_\_\_\_\_

Grade / Year Level Applied for: \_\_\_\_\_

**TO THE CLASS ADVISER / GUIDANCE COUNSELOR:**

The above mentioned student is seeking admission in our school. We will appreciate your assistance in providing us some relevant information about the applicant. All information will be kept confidential. After completing the form kindly seal it in an envelope, sign the flap and return to us through the applicant.

A. For how long and in what capacity have you known the applicant? \_\_\_\_\_

**B. Please check your assessment of the applicant in terms of the following criteria:**

	Outstanding	Superior	Average	Below Average	Needs further assistance
1. Academic Performance					
2. Communication Skills					
a. Oral					
b. Written					
3. Diligence (Study Habits)					
4. Leadership Abilities					
5. Social Relationships (with teachers, school personnel and peers)					
6. Emotional Maturity					
7. Sense of Responsibility					
8. Character & Attitude					

**C. Has the student been referred for any grave misconduct or misbehaviour? ( ) No**

- ( ) Yes, namely \_\_\_\_\_ Fighting with other students  
 \_\_\_\_\_ Disobedience / Disrespect to authorities in school  
 \_\_\_\_\_ Disregard for school rules & regulations  
 \_\_\_\_\_ Others (please specify): \_\_\_\_\_

**D. Please indicate any physical handicap (s) / special need (s), which should be taken into consideration in the admission of the applicant:** \_\_\_\_\_

**E. Additional Comments / Remarks:** \_\_\_\_\_

Recommendation: (please check)

\_\_\_\_\_ Strongly Recommended

\_\_\_\_\_ Recommend

\_\_\_\_\_ Recommended with reservation

\_\_\_\_\_ Not recommended

Form accomplished by: \_\_\_\_\_

(Signature over Printed Name)

Designation: \_\_\_\_\_

Tel. No: \_\_\_\_\_

Date: \_\_\_\_\_

**School Seal**  
(Not valid without seal)

**Principal**  
\_\_\_\_\_  
(Signature over Printed Name)