



saint james school

ST. JAMES / MARYLAND / 21781
 301.733.9330 / FAX 301.739.1310
 WWW.STJAMES.EDU

ENGLISH TEACHER RECOMMENDATION

Please complete this form and mail to Saint James School in the envelope provided. Please sign the envelope across the seal. Do not return this form to the student. *Note: Our application deadline is January 31.*

Candidate's Name: _____ Grade Applying For: _____

Saint James School is a college preparatory school with boarding and day students in grades 8-12. Small by design, Saint James has directed its energies, since 1842, toward maintaining high academic standards, excellence in athletics, and development of sound character. Class size averages between 10-12 students; consequently, there is an emphasis on individualized education. Although Saint James will have interviewed this candidate, the admission committee depends on and values a teacher's assessment as vital to its final decision and helpful for the purposes of initial placement in courses. We are grateful to you for candidly sharing your thoughts with us and assure you all replies will be confidential and not kept as part of the student's permanent record. Thank you for your time and your thoughtful attention to this request.

Director of Admission

How long have you known the candidate and in what capacity? _____

What are the first words that come to your mind to describe the student? _____

Briefly describe the content of your course (texts used, topics covered, homework assignments). _____

What is the average length of daily reading assigned in this course and how often are students given essay assignments? _____

Academic Evaluation (please check the appropriate responses)

		One of the top few ever encountered	Excellent (top 10% this year)	Above Average	Average	Below Average	No basis for judgment
Vocabulary	Oral						
	Written						
Reading	Capacity for drawing inferences						
	Ability to move from literal to figurative interpretations						
	How accurately does the student read/understand what he/she has read						
Writing	Sentence structure						
	Clarity of style						
	Ability to organize ideas in logical sequence						
	Spelling						
General	Punctuation						
	Organization						
	Study habits						
	Intellectual curiosity						
	Time management						
	Effort						
	Performance in relation to his/her ability						

What are the student's academic strengths and weaknesses?

Describe the student's class participation and working relationship:

a. with other students _____

b. with adults _____

Personal Evaluation (please circle the appropriate responses)

Honesty and Integrity	Strong integrity	Trustworthy	Appears questionable	Appears to be untrustworthy
Relationship with Peers	Leader	Friendly	Withdrawn	Serious problems
Relationship with Adults	Always friendly and cooperative	Generally good	Questions authority	Serious problems
Maturity Relative to Age	Very mature	Appropriate level of maturity	Immature	Extremely immature
Self Confidence	Healthy self image	Generally confident	Occasionally needs support	Insecure
Classroom Behavior	Always cooperative	Usually cooperative	Occasionally disruptive	Frequently disruptive
Response to Criticism	Always appropriate	Usually appropriate	Occasionally defensive	Overly defensive

Please provide any additional information relevant to the **personal** character of this candidate:

Based on **academic** promise this candidate is:

Recommended with enthusiasm *Recommended strongly* *Recommended* *Recommended w/o enthusiasm* *Not recommended*

Based on **personal** promise this candidate is:

Recommended with enthusiasm *Recommended strongly* *Recommended* *Recommended w/o enthusiasm* *Not recommended*

Name: _____ School Name: _____

School Address: _____ Telephone: _____
Street City State Zip

E-mail Address: _____

Signature: _____ Date: _____

Check here if you would like to receive information regarding Saint James School.

Check here if you would like to speak to an Admission Officer.