



ATENEO DE DAVAO UNIVERSITY
Junior High School

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In Consortium with Ateneo de Zamboanga University and Xavier University

Admission, Aid & Alumni Affairs Office

RECOMMENDATION FORM

Name of Student Applicant: (Name in Birth Certificate)
Grade Level Applied For:
Previous School Attended:
Previous School's Complete Address:

To the Applicant: Write your name and school above. Give this form to ANY OF THE FOLLOWING: your Guidance Counselor, Class Adviser, or Subject Teacher. Please provide him/her a WHITE MAILING envelope to enclose this accomplished form later.

To the Guidance Counselor, Class Adviser or Subject Teacher: The person above is seeking admission to the Ateneo de Davao University Junior High School. Please fill out this form completely. After accomplishing this form, please seal it in the envelope provided by the student, and sign across the sealed envelope flap before returning it. UNSEALED AND UNSIGNED ENVELOPES WILL NOT BE ACCEPTED. Rest assured that the information written in this form are treated with utmost confidentiality. Thank you for your assistance.

PLEASE TYPE OR PRINT ALL INFORMATION ASKED OF YOU IN THIS RECOMMENDATION FORM. Should there be any erasures, please make sure that you place your initials to signify that the corrections made were done by you.

GENERAL ASSESSMENT

Table with 8 columns: Superior, Above Average, High Average, Average, Low Average, Below Average, No Chance to Observe. Rows include Intellectual Competence, Communication Skills (Oral/Written), Emotional Stability, Study Habits, and Leadership.

RANKING: Please check the rank of the applicant as of the first semester of the current school year (based on your careful judgment).

BATCH RANK: [ ] Top 10 [ ] Upper 25% [ ] Middle 50% [ ] Lower 25%
TOTAL NUMBER OF STUDENTS IN BATCH: \_\_\_\_\_

PLEASE INDICATE IF THE APPLICANT HAS BEEN PLACED ON PROBATION DURING HIS/HER STAY IN YOUR SCHOOL. PLEASE CHECK THE APPROPRIATE BOX BELOW:

[ ] Academic [ ] Disciplinary Degree of Probation: \_\_\_\_\_

Please briefly explain the nature of probation: \_\_\_\_\_

**QUALITATIVE ASSESSMENT**

**What are some qualities that you deem as strengths of the applicant?** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**What are some qualities that you deem as points/areas that the applicant needs to improve on?** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**COMMENTS:** Should you have other comments, which may help the committee decide on the applicant's condition (e.g. intellectual strengths and weaknesses, level of maturity, sense of service in school and/or community), PLEASE WRITE THEM DOWN.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**SUMMARY OF EVALUATION: PLEASE CHECK ONE.**

- I **strongly recommend** the applicant for admission.
- I **recommend** the applicant for admission.
- I **recommend, with reservation**, the applicant for admission because of the following reason/s \_\_\_\_\_
- I **do not recommend** the applicant for admission for the reason/s: \_\_\_\_\_

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**I have carefully reviewed the information that I have written about the student applying to the Ateneo de Davao University – Junior High School. Moreover, I hereby declare them to be an honest, complete and accurate recommendation of the student applicant.**

PRINTED NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

POSITION: \_\_\_\_\_

TEL. NO.: \_\_\_\_\_

DATE: \_\_\_\_\_

Length of time acquainted with the applicant and in what capacity: \_\_\_\_\_

\_\_\_\_\_

Please affix school  
dry seal here