



**Confidential Elementary Recommendation Form
Grades 1st-6th (2 completed forms required)**

Name of Student _____ Candidate for Grade _____

Parent or Guardian

Please write your child's name in the space above. Read and sign the following before giving this form to your child's teacher.

I understand that the information furnished by the reference named below is confidential and will become the property of Oklahoma Christian Academy. Furthermore, I waive all rights to examine the responses given.

Signature of Parent or Guardian

Administrator, Teacher and/or Counselor

Thank you for your time and care in completing this recommendation for the student named above. Your observations are held in complete confidence. Please check the appropriate boxes and include comments if you wish. Return the completed form directly to OCA by fax 405-844-6884 or mail (fax is preferred), **Attention: Admissions.** Admission decision cannot be made until student files are complete.

General Academic Ability

Superior High Average Average Below Average

Academic Skills

Usually Frequently Sometimes Seldom

	Usually	Frequently	Sometimes	Seldom
Listens to and follows teacher's directions				
Is attentive to group discussions/activities				
Contributes appropriately to group discussions/activities				
Demonstrates ability to work independently				
Asks for help when necessary				
Perseveres in spite of difficulty				
Works cooperatively				
Enjoys new challenges				

Communication Skills

	Excellent	Good	Fair	Poor	
Clarity of writing style					
Ability to communicate ideas verbally					
Grammar/mechanics skills					
Reading rate and fluency					
Knowledge and use of vocabulary					
Organization and study habits					

Behavioral Attributes

	Usually	Frequently	Sometimes	Seldom
Responds positively to constructive criticism				
Establishes friendships easily				
Is comfortable in a group				
Is respected by faculty				
Is respected by peers				
Respects others				
Demonstrates self-control				
Demonstrates appropriate behavior				
Exhibits emotional maturity				
Demonstrates appropriate energy level				
Demonstrates integrity and honesty				

Is student habitually tardy or absent? Yes No If yes, please elaborate: _____

Has the student been disciplined for a severe infraction? Yes No

Please describe any special teaching or testing accommodations/modifications that have been provided for this student: _____

Are parents supportive of school policies? Yes No

Are parents responsive to school's suggestions? Yes No

If "No" to either please explain: _____

Please check one:

Highly recommend Recommend Recommend with reservation Do not recommend

If this answer is "Do not recommend" or "Recommend with reservation", please explain:

If you have additional information that will be helpful in evaluating the student's application, please comment here: _____

Administrator/ Teacher Name: _____	Grade Taught: _____
Name of School: _____	Telephone #: _____
Signature: _____	Date: _____