



# Cardinal Hayes High School

650 Grand Concourse – Bronx - New York 10451

e-mail [www.cardinalhayes.org](http://www.cardinalhayes.org)

## SCHOOL RECOMMENDATION FORM

To be completed by **Principal or Guidance Counselor only**. Without this recommendation form, the student's application will be considered incomplete.

Student Name \_\_\_\_\_

Address \_\_\_\_\_

The above named student is seeking admission to our school. Please complete this form and send it directly to Mr. Craig Joseph at Cardinal Hayes High School or place it in a sealed envelope and return to the student.

Place an "x" in the appropriate column for each characteristic listed.

Characteristic	Excellent	Good	Fair	Poor
Conduct in class				
Maturity				
Leadership				
Ability to follow Instructions				
Responsibility				
Initiative				
Neatness				
Respects others and their property				

**Attendance** – number of times absent since beginning of school year \_\_\_\_\_

Extenuating circumstances? Please explain: \_\_\_\_\_

\_\_\_\_\_

**Lateness** – number of times late since beginning of school year \_\_\_\_\_

Extenuating circumstances? Please explain: \_\_\_\_\_

\_\_\_\_\_

How long has the student attended your school? \_\_\_\_\_ to \_\_\_\_\_  
Month/Year Month/Year

What grade will he complete in June? \_\_\_\_\_

Latest Standardized Test Results:

	<u>Date</u>	<u>Result</u>
Reading	_____	_____ %ile / level
Math	_____	_____ %ile / level

Evaluate student's possibility for academic success at Cardinal Hayes High School:

Excellent \_\_\_\_ Good \_\_\_\_ Average \_\_\_\_ Fair \_\_\_\_ Poor \_\_\_\_

Remarks (if any)

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I recommend this applicant for admission to Cardinal Hayes High School:

	Not Recommended	With Reservations	Strongly
For academic promise			
For Character			
Overall recommendation			

Date \_\_\_\_\_

Signature \_\_\_\_\_

Position \_\_\_\_\_

School \_\_\_\_\_