



**Confidential Student Reference Form for Applicant** (US Grades KG to Elementary Grade 2)

**KINDERGARTEN / ELEMENTARY**

**Note to schools**

Many Thanks for agreeing to fill in this confidential reference form for your student. This student has made an application to Saint Annie's International School (SAIS).

SAIS utilizes the U.S. Department of Education's Common Core State Standards Curriculum.

In order to determine a student's future success at SAIS, we ask the student's current teacher or a group of teachers to pass on information which will allow us to determine this student's learning and social needs.

Only one form needs to be returned and we would ask that you fill in the attached form as openly as possible. We do not share this information with parents. Once completed, Please return this form directly to SAIS, either by scanned email to [admissions@saintannie.net](mailto:admissions@saintannie.net) or by fax 03-6407-9238. We are not able accept the form if it is received via the applicant's family, unless it is in a sealed envelope with the school stamp across the opening.

Please feel free to make any general comments on a separate sheet about this student which may help us to support him/her in being as successful as possible at SAIS.

We understand that schools are busy places and appreciate the time you have taken to complete this form.

Many Thanks

SAIS Admissions Team

**Name of student** \_\_\_\_\_ **Current year or grade level at your school** \_\_\_\_\_

**Curriculum used** \_\_\_\_\_

Teacher(s) filling in the form\*:

Name \_\_\_\_\_ Position in the school: \_\_\_\_\_

Signature \_\_\_\_\_ Email address: \_\_\_\_\_

Name \_\_\_\_\_ Position in the school: \_\_\_\_\_

Signature \_\_\_\_\_ Email address: \_\_\_\_\_

Name \_\_\_\_\_ Position in the school: \_\_\_\_\_

Signature \_\_\_\_\_ Email address: \_\_\_\_\_

\* We may contact teachers for further information

Name of student \_\_\_\_\_ Current year or grade level at your school \_\_\_\_\_

\*Please CIRCLE

Strong ← → Weak

Academic Qualities					
<b>Overall Academic Achievement</b>	Far above expectations	Better than expected	As expected	Below expectations	
<b>Overall Academic Potential</b>	Outstanding	Good	Average	Below Average	
<b>Effort and Motivation</b>	Outstanding	Good	Occasional	Inconsistent	
<b>Study Habits</b>	Well organized	Organized	Sometimes organized	Rarely organized	
<b>Intellectual Curiosity</b>	Strong and varied	Good	Shows curiosity only in their area of interest	Limited	No basis for judgment
<b>Ability to work with others</b>	Always works cooperatively	Usually works cooperatively	Sometimes works cooperatively	Rarely cooperates with others	
<b>Ability to work independently</b>	Works well independently	Needs some support to work independently	Rarely works independently	Requires constant supervision	
<b>Oral expression of ideas</b>	Demonstrates positive oral expression	Good	Only when asked to speak	Wants to dominate	Rarely contributes
<b>Reading (Decoding)</b>	Beyond grade level	At grade level	Approaching grade level	Below grade level	
<b>Reading Comprehension</b>	Has high level comprehension skills	Understands text at a basic level	Has difficulty understanding what they have read		
<b>Writing Skills</b>	Strong written expression	Good written expression	Needs support to express self in writing	Unable to express self in writing	
<b>Writing Ideas</b>	Has excellent ideas for writing activities	Has good ideas for writing activities	Needs some support developing ideas for writing activities	Has great difficulty developing ideas for writing activities	
<b>Mathematical Ability</b>	Strong	Good	Below Average	Weak	
<b>Seeks help when needed</b>	Always	Usually	Sometimes	Rarely	No basis for judgment
<b>Concentration</b>	Exceptional	Usually good	Occasionally distracted	Easily distracted	

Please turn over



Personal Attributes					
<b>Maturity</b>	Very mature	Age-Appropriate maturity	Somewhat immature	Very immature	No basis for judgment
<b>Behavior</b>	Well-behaved	Usually follows rules/expectations	Occasionally inappropriate	Frequently inappropriate	
<b>Integrity</b>	Very trustworthy	Usually trustworthy	Occasionally trustworthy	Untrustworthy	No basis for judgment
<b>Social skills</b>	Interacts with adults and students comfortably and appropriately	Lacks maturity in social interaction (relative to age)	Isolates themselves from others		
<b>Consideration for others</b>	Always considerate	Usually considerate	Rarely considerate	Selfish	
<b>Attitude of parents</b>	Actively involved in a positive way	Cooperative	Uninvolved	Overly protective	Antagonistic /difficult
<b>Self-confidence</b>	Has healthy self-image	Needs some support	Appears overly self-confident	Needs much reassurance	No basis for judgment
<b>Sense of humor</b>	Delightful	Good	Inappropriate	Humorless	No basis for judgment
ADDITIONAL INFORMATION					
<b>Support for Learning (GP,LS,SN)</b>	<p><b>This student is currently or has in the past taken part in:</b>  an exceptional learner or gifted program? Yes <input type="checkbox"/> No <input type="checkbox"/>  learning support/special needs program? Yes <input type="checkbox"/> No <input type="checkbox"/>  If you have ticked YES for either of these boxes please provide additional information.</p>				
<b>Support for Learning (ESL)</b>	<p><b>This student is currently or has in the past taken part in:</b>  an ESL Program? Yes <input type="checkbox"/> No <input type="checkbox"/></p>				
<b>Extra involvement at school in:</b>	<p>Art  Drama  Community Service  Music  Sports</p> <p>Other(s): _____</p>				
<b>Additional Comments:</b>					