



# LOOMISCHAFFEE

Loomis Chaffee is a four-year college preparatory school located in the Connecticut River Valley, just north of Hartford. The 675 students come from all regions of the United States and from many foreign countries. Nearly 33 percent of the students receive financial assistance. Admission is very selective. The rigorous program of study should be undertaken only by able students with strong academic motivation as the curriculum is intended to prepare students for further study in selective college and university programs.

Website: [www.loomischaffee.org](http://www.loomischaffee.org)

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## THE COMMON RECOMMENDATION FORM

### School Report

**TO THE SCHOOL OFFICIAL:** In an effort to simplify the application process and eliminate unnecessary duplication of effort, many independent schools have collaborated in the development of common recommendation forms. This form may be completed only once; photocopies will be accepted by all schools that accept the common recommendation forms. The student should provide you with a stamped, addressed return envelope for each school requesting a copy of this form. Use of the common recommendation forms will in no way compromise the student's chances for admission. You are welcome to attach a narrative statement, but if you do so, we request that you complete the checkboxes on this form as well. Please detach the top portion of this form prior to duplication. Mail a copy of this form to Loomis Chaffee, postmarked by **January 15, 2011**, or return the sealed envelope to the student to be included with his/her application.

# THE COMMON RECOMMENDATION FORM

## School Report

**TO THE STUDENT:** Please print your name, address and school below, and give this form and a stamped, addressed envelope for each school to your head of school, principal or guidance counselor.

Student's name \_\_\_\_\_  
LAST FIRST MIDDLE CURRENT GRADE

Student's address \_\_\_\_\_  
STREET CITY STATE ZIP CODE COUNTRY

Current school \_\_\_\_\_ Previous school attended \_\_\_\_\_

Parent signature \_\_\_\_\_

**TO THE SCHOOL OFFICIAL:** The student named above is a candidate for admission. The Admission Committee places considerable weight on the academic and personal qualifications of each student. Your recommendation is vital to our process. We would appreciate your most candid and thoughtful responses. Please complete this form and return it in the envelope provided.

How well do you know the student academically? \_\_\_\_\_ As a person? \_\_\_\_\_

Please attach:

- Final or mid-semester grades for fall term (*must be included*)
- Recent teacher reports, if any
- Transcript of past 2 years, plus current year
- A school profile, if available
- Standardized test scores

School serves grades \_\_\_\_\_ to \_\_\_\_\_ Number of students in entire school \_\_\_\_\_

In what month does your school year begin? \_\_\_\_\_ end? \_\_\_\_\_

Please explain your school's grading system. What is the passing mark? \_\_\_\_\_ Honors mark? \_\_\_\_\_

What percent of your students receive which grades? \_\_\_\_\_

Does your school rank?  Yes  No Is your rank:  Approximate  Exact How many students are in the entire grade? \_\_\_\_\_

This candidate ranks \_\_\_\_\_ out of \_\_\_\_\_ . \_\_\_\_\_ other students share this rank.

Does your school use a block scheduling system?  Yes  No

Are students placed in sections according to ability?  Yes  No If yes, please tell us in which level the applicant is placed for each subject.

If the student's attendance record is not listed on the transcript, please indicate the number of days he or she has been absent or tardy each year while at your school.

If the student is not, or has not been, in good academic standing, please explain.

Has the student ever been dismissed, suspended, placed on probation, or received other serious disciplinary sanction?  Yes  No

Has he or she withdrawn from school voluntarily for an extended period of time for reasons other than health?  Yes  No

If the answer to either or both of these questions is yes, please provide a full explanation on a separate piece of paper.

Please place check marks at the points that represent your evaluation of the student in comparison to other students in his or her age group whom you have taught or advised. If you have no fair basis for judgment, do not hesitate to say so.

	ONE OF THE TOP FEW I HAVE EVER ENCOUNTERED	EXCELLENT (TOP 10% THIS YEAR)	GOOD (ABOVE AVERAGE)	AVERAGE	BELOW AVERAGE	NO BASIS FOR JUDGMENT
Academic potential						
Academic achievement						
Intellectual curiosity						
Effort/Determination						
Ability to work independently						
Organization						
Creativity						
Willingness to take intellectual risks						
Concern for others						
Honesty/Integrity						
Self-esteem						
Maturity (relative to age)						
Responsibility						
Respect accorded by faculty						
Respect accorded by peers						
Emotional stability						
Overall evaluation as a person						
Overall evaluation as a student						

If the student is relatively weak or strong in any areas listed above, please elaborate.

What are the first three words that come to mind to describe this student?

Please comment on this student's character, citizenship and contributions to your community.

Please add any additional information that will give us a more complete picture of the student.

Thank you for taking your valuable time to complete this evaluation. Your reflections are an important part of the candidate's application. All information you provide will be held in confidence and disclosed only to the Admission Committee and others deemed necessary by the assistant head for enrollment.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SCHOOL ADDRESS

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

\_\_\_\_\_  
EMAIL ADDRESS

( )

\_\_\_\_\_  
TITLE

\_\_\_\_\_  
TELEPHONE