



Middle / High School Recommendation Form: Administrator/Counselor

Parent: Complete the information and sign below, then request that one of your child’s current administrators or counselors completes this recommendation.

Student’s Name _____ Applicant for Grade _____

I understand the information contained on this recommendation form is confidential and will be used in the selection of applicants. I also agree that this form will not be available to applicants, parents, or anyone outside of the Cornerstone Admissions Committee, and I waive any right that I may have to see it.

Parent’s signature _____ Date _____

Administrator/Counselor: Please confidentially complete this recommendation form, then mail to:
 Cornerstone Schools of Alabama
 Attn: Enrollment Committee
 959 Huffman Road
 Birmingham, AL 35215

Thank you for your cooperation and honesty. Please complete and return this form within a week of receiving it. The student’s application cannot be considered until this form is completed and received. If you have any questions, please contact the school at (205)591-7600.

Please check one box for the student’s performance in each criteria.

	Exemplary	Excellent	Above Average	Average	Below Average	Comments
WORK HABITS						
Listens to and follows directions						
Is attentive to and contributes to group discussions and activities						
Works independently						
Perseveres in spite of difficulty						
Works well with others						
Enjoys new challenges						
Demonstrates task commitment						
Exhibits appropriate work ethic						
SOCIAL SKILLS						
Establishes friendships easily						
Is respectful to others						
Is respected by others						

	Exemplary	Excellent	Above Average	Average	Below Average	Comments
Exhibits self-control						
Shows emotional maturity						
Takes care of materials						
Demonstrates appropriate behavior						
Demonstrates appropriate energy level						
Takes pride in appearance						
COMMUNICATION SKILLS						
Verbal expression						
Clarity of writing						
Grammar/mechanics						
Reading comprehension						
Knowledge and use of vocabulary						
Creativity						
REASONING SKILLS						
Problem-solving						
Critical thinking						
Knowledge application						

Please circle three words that best describe the applicant.

Aggressive	Disobedient	Irritable	Organized	Self-Disciplined
Anxious	Easily discouraged	Manipulative	Over-protected	Shy
Articulate	Follower	Mature	Perfectionist	Vivacious
Cheerful	Helpful	Motivated	Positive leader	Social
Confident	Honest	Negative leader	Responsible	Well-liked
Conscientious	Immature	Oppositional	Self-Centered	Witty

Additional Information:

Is the applicant habitually late or absent? Yes _____ No _____
 If yes, please explain. _____

Is the applicant in good financial standing with your school? Yes _____ No _____
 If no, please explain. _____

Has the applicant ever had disciplinary action for a severe infraction? Yes _____ No _____
If yes, please explain. _____

Is the applicant currently under any disciplinary action? Yes _____ No _____
If yes, please explain. _____

Is there any information regarding the applicant or his/her family that would be helpful to the Admissions Committee?

Additional Comments:

The student is: (circle one)

Strongly recommended **Recommended** **Recommended with reservation** **Not recommended**

If the student is **recommended with reservation** or **not recommended**, please explain. _____

Name _____ Date _____

Signature _____

Name of School _____

School Phone _____ Position at School _____

Email _____

How long have you known the student? _____