



**DON BOSCO TECHNICAL INSTITUTE**  
Chino Roces Ave., Makati City  
High School Department

**RECOMMENDATION FORM**

**Instructions:** This form is to be accomplished by either the **applicant's Counselor, Homeroom Adviser, Asst. Principal for Student Affairs or Principal.**

**Name of Applicant:** \_\_\_\_\_  
Last Name First Name MI Nickname

**School:** \_\_\_\_\_

**School Address:** \_\_\_\_\_

**Tel./Fax Number:** \_\_\_\_\_ **Email Address:** \_\_\_\_\_

The student/person above is applying for admission to this institution. You are kindly requested for your evaluation of the student. All responses will be treated as strictly confidential.

**I. Appraisal of the student:**

Please check the appropriate boxes based on your assessment.

<b>PERSONAL CHARACTERISTICS</b>	<b>POOR 1</b>	<b>FAIR 2</b>	<b>GOOD 3</b>	<b>VERY GOOD 4</b>	<b>EXCELLENT 5</b>
1. Mental Ability					
2. Communication Skills a. Oral b. Written					
3. Study Habits & Attitudes					
4. Influence & Leadership					
5. Concern for Others					
6. Social Adaptability					
7. Emotional Adaptability					
8. Conduct					

**II. Please answer the following:**

**A.** Does the applicant have any problem that can hamper his academic and extra-curricular activities? If Yes, please explain.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**B.** What strengths (assets or talents) can the applicant contribute to the school?

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**C.** In what areas can the applicant improve on?

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**D.** Has the applicant ever been involved in serious disciplinary cases (in-cheating, stealing, drug abuse, fraternity)? Please describe.

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**E.** Recommendation (please check the appropriate blank.)

The applicant is:     Recommended  
                                  Recommended with Reservations due to \_\_\_\_\_  
                                  Not Recommended due to \_\_\_\_\_

**Note:** Please return this appraisal to the applicant in a sealed envelope with your signature across the flap.

\_\_\_\_\_  
Signature Over Printed Name of the  
Recommending Person

Please affix school dry seal here

Date: \_\_\_\_\_