

Albion College

Office of Admissions, 611 E. Porter St., Albion, MI 49224; 800/858-6770 (toll-free), 517/629-0321

Secondary School / Counselor's Recommendation Form

Application type: Early Decision (November 15 deadline)
 Early Action (December 1 deadline)
 Regular Decision (February 1 deadline for consideration for most scholarships)

Applicant: Please complete the upper portion of the form; then give it to your guidance counselor with a properly addressed, stamped envelope. This form is very important to us in evaluating your application.

Applicant's name: _____
Last First Middle Jr, etc.

Confidentiality

During the admission selection process, the contents of applicant files, including secondary school counselor recommendations, are held in the strictest confidence. Secondary school counselor recommendation forms do **not** become part of the student's official file upon matriculation at Albion College.

Early Decision Applicants Only

I certify that Albion College is my first choice of colleges and that, if accepted, I will enroll. I further understand that, if I am selected for admission, I will be required to pay a \$300 non-refundable deposit by January 15. If admitted, I will withdraw all other applications and will make no subsequent applications, unless released from this Early Decision commitment by Albion College.

Applicant's signature: _____ Date: _____

Parent's signature: _____ Date: _____

Counselor's signature: _____ Date: _____

Counselor: Please complete this form, attach a school profile (if possible) and a transcript of the secondary school record. Your candid and objective appraisal of this applicant's qualifications will assist us in making an admission decision. Thank you.

Your name: _____ Title: _____

School: _____ SAT/CEEB code: _____

Address: _____
Number and street City State Zip code

Telephone number: _____ FAX number: _____
(Area code) Number (Area code) Number

E-mail address: _____

Evaluation

This student's cumulative grade point average is _____ on a 4.0 scale. The scale is weighted unweighted

This student ranks _____ in a class of _____ students. We do not rank.

Of this applicant's class, _____ percent plan to attend a four-year college.

Has this applicant ever been suspended or expelled? Yes No If yes, please explain in recommendation/comments.

How long have you known this applicant? _____

What are the first words that come to mind to describe him or her? _____

Please evaluate this candidate in the following areas with regard to your other college-bound students:

| | Excellent | Above Average | Average | Below Average |
|--|-----------|---------------|---------|---------------|
| Academic achievement | | | | |
| Academic potential | | | | |
| Rigor of academic program | | | | |
| Emotional maturity | | | | |
| Ability to balance academic and co-curricular activities | | | | |

In the space below, please appraise the applicant's qualifications, including academic and personal characteristics, attitude, initiative, leadership skills, special talents, respect from peers and teachers, and/or unusual circumstances. We especially welcome information that will help us to assess this student's "fit," and ability to succeed in a small, high-quality, private liberal arts college environment.

Please call me. I have additional information to share with you.

I have included all available senior grades and ACT/SAT test scores.

Signature: _____ Date: _____