

2006-2007 SCHOOL REPORT

The member colleges and universities fully support the use of this form. No distinction will be made between this form and a college's own. Please type or print in black ink. Be sure to follow the instructions on the cover page of the Common Application booklet to complete, copy, and submit your application to one or more of the member institutions.

TO THE APPLICANT

After completing all the relevant questions below, give this form to your secondary school counselor or another school official who knows you better. Please also give that school official stamped envelopes addressed to each institution that requires a School Report.

Birth date _____ Social Security No. _____
mm/dd/yyyy (Optional)

Legal name _____
Enter name **exactly** as it appears on passports or other official documents. Last/Family First Middle (complete) Jr., etc.

Address					
Number and Street	Apartment #	City or Town	State/Province	Country	Zip/Postal Code

Current year courses—please indicate title, level (AP, IB, advanced honors, etc.) and credit value of all courses you are taking this year.

First Semester/Trimester

Second Semester/Trimester

Third Trimester

[illegible]

IMPORTANT PRIVACY NOTICE: Under the terms of the Family Education Rights and Privacy Act (FERPA) you WILL have access to your recommendation after you matriculate UNLESS at least one of the following is true:

1. The institution does not save recommendations post-matriculation (see list at www.commonapp.org/FERPA).
2. You waive your right to access below:

- ☐ Yes, I *do* waive my right to access, and I understand I will never see this recommendation.
- ☐ No, I *do not* waive my right to access and may someday choose to review this recommendation.



Signature

Date _____

I authorize all secondary schools I've attended to release all requested records and authorize review of my application for the admission process indicated on this form.



Signature

Date _____

TO THE SECONDARY SCHOOL COUNSELOR

Attach applicant's official transcript, including courses in progress, a school profile, and transcript legend. (Please check transcript copies for readability.) After filling in the blanks below, use both sides of this form to describe the applicant. Please provide all available information for this candidate. **Be sure to sign on the reverse.**

Class rank: _____ in a class of _____, covering a period from _____ to _____
(mm/yyyy) (mm/yyyy)

The rank is ☐ weighted ☐ unweighted. How many students share this rank?

☐ We do not rank. If a precise rank is not available, please indicate decile

Cumulative GPA: _____ on a _____ scale, covering a period from _____ to _____
(mm/yyyy) (mm/yyyy)

This GPA is ☐ weighted ☐ unweighted. The school's passing mark is _____

Highest grade/GPA in class _____ Graduation date _____

Percentage of graduating class attending: _____ four-year _____ two-year institutions

Are classes taken on a block schedule?

☐ Yes ☐ No

If yes, in what year did block scheduling begin?

If you offer AP courses, do you limit the number a student can take? ☐ Yes ☐ No

In comparison with other college preparatory students at our school, the applicant's course selection is:

☐ most demanding
☐ very demanding
☐ demanding
☐ average
☐ less than demanding

RATINGS

Compared to other students in his or her class year, how do you rate this student in terms of:

	No basis	Below average	Average	Good (above average)	Very good (well above average)	Excellent (top 10%)	Outstanding (top 5%)	One of the top few encountered in my career
	Academic achievement							
	Extracurricular accomplishments							
	Personal qualities and character							
	Overall							

EVALUATION

Please write whatever you think is important about this student, including a description of academic, extracurricular, and personal characteristics. We welcome a broad-based assessment that will help us to differentiate this student from others. (Feel free to attach an additional sheet or another reference you may have prepared on behalf of this student.)

How long have you known this student and in what context? _____

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

① Has the applicant ever been found responsible for a disciplinary violation at your school, whether related to academic misconduct or behavioral misconduct, that resulted in the applicant's probation, suspension, removal, dismissal, or expulsion from your institution? ☐ Yes ☐ No

② To your knowledge, has the applicant ever been convicted of a misdemeanor, felony, or other crime? ☐ Yes ☐ No

If you answered yes to either or both questions, please attach a separate sheet of paper or use your written recommendation to give the approximate date of each incident and explain the circumstances.

☐ Check here if you would prefer to discuss this over the phone with each admission office.

I recommend this student: ☐ With reservation ☐ Fairly strongly ☐ Strongly ☐ Enthusiastically

Counselor's name (Mr./Ms./Dr., etc.) _____

Please print or type



Signature _____

Date _____

Title _____ School _____

School address _____

City or Town

State/Province

Country

Zip/Postal Code

Counselor's phone (_____) _____ Counselor's fax (_____) _____

Area Code

Number

Ext.

Area Code

Number

Secondary school CEEB/ACT code _____ Counselor's e-mail _____