

Recommendation of School Administrator

Name of Applicant

Name and Title of the School Administrator

Name of School

Instructions to the Applicant:

Please fill in your name and give this form to your school administrator (class teacher, headmaster). To be courteous, you should provide your teacher with an envelope. Ask your teacher to seal the completed recommendation in the envelope and sign through the sealed part.

Instructions to the School Administrator:

The student named above has chosen you to write a recommendation to the LEAF scholarship program. LEAF administers scholarships for one or two years of study and personal experience abroad. If selected, the student will attend an Independent (private) secondary school in the United States or United Kingdom. The competition for the award is strong, and we depend on and value your assessment.

The student would be in close contact with other young people and with faculty in a demanding academic environment. There will also be the expectation of participation in extracurricular activities while living as a part of a new community and adjusting to a new setting. We would appreciate your candid opinion of this applicant as we evaluate the suitability of his/her participation in the program. Your comments will be held in confidence and will be a part of the student's profile, which will also include an interview, English and mathematics recommendations, a school transcript, a written essay and a test of English language proficiency.

We appreciate your assistance in evaluating the student's abilities and gifts. When responding to the questions, the following are some of the qualities of particular interest to us.

Personal Qualities		Academic Qualities	
Integrity	Maturity	Academic achievement	Motivation & Effort
Responsibility	Consideration of Others	Creativity	Curiosity
Confidence	Sense of humor	Communicativeness	Perceptiveness
Personality	Leadership Ability	Self Discipline	Organizational skills
Conduct	Independence	Dependability	Reaction to Criticism
Self Reliance	Emotional Stability	Cooperation	Imagination
Relationship with Peers/Adults		English Skills (writing, speaking, reading)	

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Name of Applicant

Name of Teacher

Name of School

1. Referring to the qualities above, and with as much detail as possible, please comment on the greatest strengths of this student in relation to others in the applicant's age group whom you have known regarding:

a) Academic Qualities:

b) Personal Qualities:

2. To help us better understand the applicant, please comment on:

a) Areas of special interest, talent, proficiency or contribution other than in academic work:

b) Area in need of growth or development:

3. How do you judge the applicant's qualifications altogether in terms of character, adaptability, self-discipline, relations with classmates and adults etc.?

Thank you very much for your assistance. Please place this recommendation in an envelope, seal it, sign across the seal and return it to the candidate.

Date

Your signature