



9401 Starcrest Drive
San Antonio, TX 78217
Ph: (210) 483-9234
Fx: (210) 655-5211
www.smhall.org

CONFIDENTIAL SCHOOL REPORT

To be completed by candidate's present school and faxed, emailed, or mailed *directly* to Saint Mary's Hall.

Candidate's Full Name: _____ Applying for Grade: _____
First Middle Last

To the Parent/Guardian: Please read and sign the following statement before giving this form to your child's school.

I understand and agree that the information contained in this form will be used only in the selection of candidates for admission to Saint Mary's Hall and will not become part of the applicant's permanent file. I also understand that the completed form will not be made available to me or anyone outside the Saint Mary's Hall Admission Committee. I waive any right to see it.

Parent or Guardian: _____ Date: _____

To the Principal or Counselor: The student named above is a candidate for admission to Saint Mary's Hall. The school considers both a candidate's academic and personal qualities when making its admission decisions. **The information you provide is confidential and will be used only in the selection of candidates.** It will not become a part of the candidate's permanent file and will not be available to the candidate or to his/her parents. Please retain a completed copy of this form for your records.

We would appreciate your observations in the following areas:

- | | | | |
|---|---|--|---|
| Leadership | <input type="checkbox"/> Positive leader | <input type="checkbox"/> Follower | <input type="checkbox"/> Negative leader |
| Cooperation | <input type="checkbox"/> Cooperative | <input type="checkbox"/> Cooperative occasionally | <input type="checkbox"/> Uncooperative |
| Dependability | <input type="checkbox"/> Dependable | <input type="checkbox"/> Fulfills obligations | <input type="checkbox"/> Undependable |
| Relationship of achievement to ability | <input type="checkbox"/> Goes above and beyond expectations | <input type="checkbox"/> Achievement consistent with ability | <input type="checkbox"/> Achievement below ability |
| General citizenship | <input type="checkbox"/> A good citizen; very involved | <input type="checkbox"/> Adequate | <input type="checkbox"/> Immature, unreliable; often in trouble |

Is the candidate eligible to re-enter your school next term: Yes No

If no, explain: _____

Has the candidate been involved in acts of dishonesty? Yes No

If yes, explain: _____

Has the candidate participated in any disorderly or disruptive conduct? Yes No

If yes, explain: _____

Has the candidate exhibited unsatisfactory behavior to other students? Yes No

If yes, explain: _____

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Candidate's Name: _____ Applying for Grade: _____

Has the candidate had any attendance issues? Yes No

If yes, explain: _____

Has the candidate been disciplined by administrative officers or by a student judiciary? Yes No

If yes, explain: _____

Has the candidate ever been suspended or expelled? Yes No

If yes, the Office of Admission will call you at the phone number given below.

Overall Recommendations

For academic promise, I recommend this candidate:

Enthusiastically Confidently Recommend With Reservation Do Not Recommend

For character and personal promise, I recommend this candidate:

Enthusiastically Confidently Recommend With Reservation Do Not Recommend

How would you rank this student compared to the rest of the students at your school?

Top 2% Top 10% Top 25% Top 50%

Please take a moment to provide additional comments about this candidate: _____

Title: _____ School: _____

School Address: _____

School Phone: (_____) _____ School Fax: (_____) _____

Email: _____

Signature: _____ Date: _____

This candidate's application will not be considered complete until receipt of this form by the Office of Admission.

****When completed, please send this form directly to the Office of Admission. Please do not give a completed form back to the candidate or his/her parents.****

Mail: 9401 Starcrest Drive, San Antonio, TX 78217

Email: admission@smhall.org

Fax: (210) 655-5211