

HOUSE OF BREAD CHRISTIAN ACADEMY

Confidential Teacher Reference Letter



This form is to be completed by a current teacher, counselor or Principal and returned directly to HBCA's Admissions Office by email: office@hofbacademy.org or mail: 6529 Hazel Avenue, Orangevale, CA 95662

Student's Name: _____

Current Grade: _____

Teacher's Name: _____

Title/subject Area: _____

How long have you known the student? _____ years _____ months

What subjects have you taught him/her? _____

1. General Characteristics:

Please place check marks at the points that represent your evaluation of the student in comparison to other students in his or her age group. If you have no fair basis for judgement, do not hesitate to say so.

Work Habits	Outstanding	Satisfactory	Needs Improvement
Follows Directions			
Completes tasks on time			
Works Carefully			
Is attentive and listens carefully			
Works independently			

School Readiness	Outstanding	Satisfactory	Needs Improvement
Respects property of others			
Interacts well with others			
Carries out responsibilities			
Adjusts to new situations			
Exhibits respect for adults			
Shows self-confidence			
Exhibits self-control in the classroom			
Follows classroom rules			

2. What are the first three words that come to mind when describing this student's personal characteristics?

a. _____ b. _____ c. _____

3. What is the student's greatest strength?

4. What is the area that the student needs to improve the most?

5. List any extracurricular activities or positions of responsibility in which the student has been involved:

6. Is the student in good standing and eligible to continue to the next grade level? If no, please explain.

7. Has there ever been a need for administrative involvement in disciplinary action regarding this student? If yes, please explain.

8. What is your evaluation of the applicant's parental involvement in their education?

9. Does the student have any academic needs, any learning disabilities?

10. Additional Comments:

Signature: _____ Printed Name: _____

Title: _____ Phone Number: _____

School: _____ Date: _____

Thank you for your time! Please return this evaluation form by one of the following methods:

Email: office@hofbacademy.org

Mail: Enrollment Coordinator

House of Bread Christian School

6529 Hazel Avenue

Orangevale, CA 95662