

TEACHER RECOMMENDATION for Kindergarten to Grade 5

This recommendation may be completed online (www.hpa.edu/recommendation).

TO BE COMPLETED
AND MAILED BY
THE TEACHER



Office of Admission
65-1692 Kohala Mountain Road
Kamuela, Hawai'i 96743-8476
Telephone: 808-881-4321 ▪ Fax: 808-881-4003
E-mail: admissions@hpa.edu ▪ Web: www.hpa.edu

TO PARENT OR GUARDIAN:

Please complete this section then give this form to the applicant's current lower school teacher along with an envelope addressed to the HPA Office of Admission. The teacher or administrator must send the completed form directly to HPA. If the kindergarten applicant is not in preschool, please have a non-relative adult complete the recommendation.

Applicant's name: _____ Applying for grade: _____

School currently attending: _____

I hereby give permission to release information about the applicant for the purpose of applying for admission to Hawai'i Preparatory Academy. I understand that all information provided as part of this recommendation is confidential and that this information will not be shared with me or released to any other school or agent.

Applicant's signature: _____ Date: _____

Parent or guardian's signature: _____ Date: _____

TO LOWER SCHOOL TEACHER:

We sincerely appreciate your willingness to complete the Teacher Recommendation for this applicant. The parent/guardian is aware that any information you supply will be held in confidence. Please send completed recommendation form to HPA in a sealed envelope. If you have questions, please contact our office.

PART A – *If accepted, the information provided in Part A may be shared with the applicant's new teachers.*

How long have you known the applicant? _____

What percent of the time does the applicant exhibit the skills/behaviors/attitudes listed below? Please indicate your response with an "X."

	PERCENT	0	25	50	75	100
ACADEMIC SKILLS:						
Appropriately articulates with adequate vocabulary						
Employs reasoning and problem-solving strategies						
Cognizant of academic patterns and connections						
Displays skill in writing mechanics						
Able to write at or above grade level						
Recalls specific story details with understanding and accuracy						
Reads independently at or above grade level						
Recognizes differences in size, shape, and quantity						
Uses learned concepts in a variety of academic tasks						
Demonstrates estimation skills						
Shows numeration and number sense knowledge						
Demonstrates math skills at or above grade level						
Uses small muscle coordination						
SOCIAL AND EMOTIONAL BEHAVIOR:						
Works and plays cooperatively						
Is aware of how his/her behavior affects others						
Solves conflicts appropriately and independently						
Exhibits self-control						
Reacts to setbacks in a constructive manner						
Chooses to do what is right despite peer pressure						
Makes compromises with peers when necessary						

Applicant's name: _____

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	PERCENT	0	25	50	75	100
Is willing to wait his/her turn		-----	-----	-----	-----	-----
Relates to adults and peers		-----	-----	-----	-----	-----
Respectful to self, others, and school materials		-----	-----	-----	-----	-----
WORK HABITS AND ATTITUDE:		0	25	50	75	100
Shows initiative		-----	-----	-----	-----	-----
Listens and follows directions		-----	-----	-----	-----	-----
Uses time wisely		-----	-----	-----	-----	-----
Completes assigned tasks in an organized manner		-----	-----	-----	-----	-----
Displays appropriate attention to detail		-----	-----	-----	-----	-----
Exhibits curious enthusiasm for learning		-----	-----	-----	-----	-----
Is cooperative in group settings		-----	-----	-----	-----	-----
Makes responsible choices		-----	-----	-----	-----	-----
Works independently to resolve questions before seeking help		-----	-----	-----	-----	-----
PARENTAL SUPPORT:		0	25	50	75	100
Parents are supportive of teacher and school		-----	-----	-----	-----	-----

PART B – The information provided in Part B is used in the admission process only and, if accepted, will not become part of the applicant's student record.

On a separate sheet, please provide as much detail about the applicant as possible with respect to the following: 1) Academic readiness, 2) Strengths/weaknesses/areas of concern, 3) Social/behavioral commendations or concerns, 4) Level of parental support for the child and/or school policies, and 5) Other relevant information that could be helpful in determining if the applicant is a good fit for HPA.

Printed name of teacher: _____ Title: _____

Name of school: _____

School address: _____

May we contact you for additional information? Yes No The best days/times to reach me are: _____

Phone: _____ E-mail: _____

Signature: _____ Date: _____

Do not write below this line