Keio Academy of New York

2027 ACADEMIC REFERENCE FORM

(To be completed by a teacher who has known the student well.)

Please print in English using a pen with black or blue ink (no pencil). Typing is also acceptable. The envelope must be sealed and signed/stamped across the seal by a school official.

Date: _____

Applicant's name: _____

Applicant's present address: _____

Applicant is currently enrolled in grade: _____ th grade

(If already transferred, applicant was enrolled in grade: _____ th grade)

How long have you known the applicant? _____

Note the capacity in which you have known the applicant:

_____

_____

List the courses you have taught to the applicant, noting the applicant's grade for each course.

_____

_____

_____

[Evaluation]

Please check the appropriate box for each question.

	Does't Meet Expectation	Below Average	Average	Good	Excellent	Top Few	Unknown or Does not Apply
Academic potential	☐	☐	☐	☐	☐	☐	☐
Language abilities	☐	☐	☐	☐	☐	☐	☐
Intellectual curiosity	☐	☐	☐	☐	☐	☐	☐
Effort and determination	☐	☐	☐	☐	☐	☐	☐
Disciplined work habits	☐	☐	☐	☐	☐	☐	☐
Creativity	☐	☐	☐	☐	☐	☐	☐
Respect accorded to faculty	☐	☐	☐	☐	☐	☐	☐
Overall evaluation as a student	☐	☐	☐	☐	☐	☐	☐

SAMPLE

1) If the student is particularly weak or strong in any areas listed above, please elaborate.

2) Please add any additional information that will give us a more complete picture of the student. Please attach an extra sheet, if necessary.

SAMPLE

＊Please fill out all the information below.

Name of the school official _____ Signature _____

Name of the school _____ Phone _____

Address of the school _____ Email _____