

Secondary School

OFFICIAL RECOMMENDATION



TO THE STUDENT:

Please complete the brief section below before giving this form to your college advisor, counselor or teacher. Be sure to allow ample time for the individual to respond before deadline dates. Applicants are responsible for ensuring the arrival of all materials necessary to complete their application including transcripts and recommendations.

I waive my right to view this form upon completion.

Please type or print in black ink.

Name of Applicant _____
Last First Middle

Home Address: _____
Number Street

_____ *City State/Province Zip Code (Area Code) Telephone*

TO THE HIGH SCHOOL OFFICIAL:

After completing the information below, please attach your statement of recommendation for this applicant. Return this form, the statement and an official copy of the applicant's transcript indicating class rank and grade point average, courses completed, current semester courses, record of testing to date, and designated honors or accelerated coursework to: Office of Enrollment Services, Westminster College. Please type or print in black ink.

Recommendation completed by (*please print*): _____ Title: _____

School: _____ H.S. Code: _____

School Address: _____
Number Street

_____ *City State/Province Zip Code (Area Code) Office Telephone*

How long have you known the applicant? _____ In what capacity? _____

Please complete:

- School: Public Non-Public Accredited by: State System Regional Accreditation Association
Percent of graduates entering 4 yr. Colleges _____ 2 yr. Colleges _____ Other _____
- Student's rank in-class, is _____ in class size _____, based on _____ semesters.
The rank is Weighted Unweighted Our school does not rank
- Student's GPA is _____ based on _____ semesters and _____ point scale.
The GPA is Weighted Unweighted
- If school policy precludes any recommendations, please check here.
- In comparison to other college preparatory students at your school, the applicant's course selection is:
 Less than demanding Average Demanding Most Demanding Eligible for college prep certificate or equivalent?
- Your recommendation may be used for educational counseling and will be kept in the student's permanent record. If you wish to only have your recommendation considered for admission and scholarship purposes, and **not** included in the student's permanent file, please check here.

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OFFICIAL RECOMMENDATION CONTINUED

Please rate this applicant for admission to Westminster College on the basis of:

	Exceptional	Well Above Average	Above Average	Average	Below Average
Respect	_____	_____	_____	_____	_____
Accepts Responsibility	_____	_____	_____	_____	_____
Integrity/Fairness	_____	_____	_____	_____	_____
Initiative/Work Ethic	_____	_____	_____	_____	_____
Leadership Potential	_____	_____	_____	_____	_____
Involvement/Engagement	_____	_____	_____	_____	_____

Words that come to mind quickly to describe this student:

Optional Comments:

Please call me - I have additional comments to share.

Signature: _____ Date: _____



Mail all materials to:

**Westminster College • Office of Enrollment Services
501 Westminster Avenue • Fulton, Missouri 65251**

Questions?

**(800) 475-3361 • (573) 592-5251 • (573) 592-5255 fax
admissions@westminster-mo.edu • www.westminster-mo.edu**