



# GUIDANCE COUNSELOR RECOMMENDATION SECONDARY SCHOOL REPORT

Admissions Office, PO Box 532, Unity, ME 04988-0532  
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NAME OF CANDIDATE \_\_\_\_\_

LAST

FIRST

MIDDLE INITIAL

ADDRESS \_\_\_\_\_

STREET

CITY OR TOWN

STATE

ZIP

HOME TELEPHONE NO. (\_\_\_\_\_) \_\_\_\_\_

I RECOGNIZE THE CONFIDENTIAL NATURE OF THE INFORMATION AND WAIVE MY RIGHT OF ACCESS TO IT.  YES  NO

SIGNATURE OF STUDENT \_\_\_\_\_

**AFTER FILLING IN THE INFORMATION ABOVE, GIVE THIS FORM TO YOUR COLLEGE ADVISOR.**

### TO THE COLLEGE ADVISOR

PLEASE COMPLETE THIS FORM AND ATTACH THE STUDENT'S SECONDARY-SCHOOL RECORD TO THIS REPORT. PLEASE BE SURE THAT THE TRANSCRIPT BEARS EITHER THE SCHOOL SEAL OR AN ORIGINAL SIGNATURE. SCHOOL PROFILES OR INFORMATION SHEETS SHOULD ALSO BE ATTACHED. MATERIALS SHOULD BE RETURNED TO THE ADMISSIONS OFFICE, UNITY COLLEGE, PO. BOX 532, UNITY, MAINE 04988-0532. PLEASE PRINT OR TYPE.

COUNSELOR'S NAME \_\_\_\_\_

TELEPHONE NO. (\_\_\_\_\_) \_\_\_\_\_ EMAIL \_\_\_\_\_

NAME OF SCHOOL \_\_\_\_\_ C.E.E.B. HIGH SCHOOL CODE \_\_\_\_\_

SCHOOL MAILING ADDRESS \_\_\_\_\_

STREET

CITY OR TOWN

STATE

ZIP

THIS CANDIDATE RANKS \_\_\_\_\_ IN A CLASS OF \_\_\_\_\_ STUDENTS. PERCENTILE RANK: \_\_\_\_\_% IS RANK WEIGHTED? \_\_\_\_\_

THIS RANK COVERS \_\_\_\_\_ TO \_\_\_\_\_ IF PRECISE RANK IS NOT AVAILABLE, ESTIMATE TO NEAREST DECILE. \_\_\_\_\_  
MONTH/YEAR MONTH/YEAR

CUMULATIVE GRADE POINT AVERAGE (4.0 SCALE) \_\_\_\_\_

OF THIS CANDIDATE'S GRADUATING CLASS, \_\_\_\_\_% PLAN TO ATTEND A FOUR-YEAR COLLEGE.

PLEASE LIST THE LOWEST NUMERICAL EQUIVALENT: A- = \_\_\_\_\_; B- = \_\_\_\_\_; C- = \_\_\_\_\_; D- = \_\_\_\_\_

*IF YOU WOULD LIKE ADDITIONAL INFORMATION REGARDING THE ACADEMIC AND LEARNING SUPPORT SERVICES AVAILABLE THROUGH THE LEARNING RESOURCE CENTER, PLEASE CONTACT THE DIRECTOR OF THE LEARNING RESOURCE CENTER.*

HOW LONG HAVE YOU KNOWN THE APPLICANT? \_\_\_\_\_

IN WHAT CONTEXT(S) HAVE YOU KNOWN THE APPLICANT? \_\_\_\_\_

WHAT ARE THE FIRST WORDS THAT COME TO MIND TO DESCRIBE THE APPLICANT? \_\_\_\_\_

### INTELLECTUAL ABILITY AND ACHIEVEMENT

**HOW WOULD YOU RATE THE CANDIDATE AS TO ACADEMIC ABILITY, MOTIVATION, WRITING SKILLS, AND SPEECH?**

	BELOW AVERAGE	AVERAGE	ABOVE AVERAGE	EXCELLENT	SUPERLATIVE (HIGHEST 1%) *
ACADEMIC ABILITY					
MOTIVATION					
WRITING SKILLS					
SPEECH					

\* ONE OF THE BEST I HAVE ENCOUNTERED IN MY CAREER

**CHARACTER AND PERSONALITY**

	NO BASIS FOR JUDGMENT	BELOW AVERAGE	AVERAGE	ABOVE AVERAGE	EXCELLENT	SUPERLATIVE (HIGHEST 1%)*
ENERGY AND INITIATIVE						
INDEPENDENCE						
ORIGINALITY						
CREATIVITY						
LEADERSHIP						
SELF-CONFIDENCE						
SENSE OF HUMOR						
CONCERN FOR OTHERS						
REACTION TO CRITICISM/SETBACKS						
RESPECT ACCORDED BY CLASSMATES						
RESPECT ACCORDED BY FACULTY						

\* ONE OF THE BEST I HAVE ENCOUNTERED IN MY CAREER

**PERSONAL CONDUCT**

HAS THE APPLICANT EVER BEEN FOUND RESPONSIBLE FOR A DISCIPLINARY VIOLATION AT YOUR SCHOOL FROM 9TH GRADE (OR THE INTERNATIONAL EQUIVALENT) FORWARD, WHETHER RELATED TO ACADEMIC MISCONDUCT OR BEHAVIORAL MISCONDUCT, THAT RESULTED IN PROBATION, SUSPENSION, REMOVAL, DISMISSAL, OR EXPULSION FROM YOUR INSTITUTION.

\_\_\_YES\* \_\_\_NO

TO YOUR KNOWLEDGE, HAS THE APPLICANT EVER BEEN CONVICTED OF A CRIME, OR PLED GUILTY, "NOLO", OR NO CONTEST?

\_\_\_YES\* \_\_\_NO

**\* IF YOU ANSWERED YES, PLEASE ATTACH A SEPARATE SHEET OF PAPER OR USE YOUR WRITTEN ESSAY/PERSONAL STATEMENT TO PROVIDE INFORMATION ON THE INCIDENT(S) AND EXPLAIN THE CIRCUMSTANCES.**

**SUMMARY AND RECOMMENDATION**

PLEASE USE A SEPARATE SHEET ON WHICH TO WRITE WHAT YOU THINK IS IMPORTANT ABOUT THE APPLICANT, INCLUDING A DESCRIPTION OF HIS OR HER ACADEMIC AND PERSONAL CHARACTERISTICS. WE ARE PARTICULARLY INTERESTED IN THE CANDIDATE'S INTELLECTUAL PROMISE, MOTIVATION, RELATIVE MATURITY, INDEPENDENCE, CREATIVITY, LEADERSHIP POTENTIAL, SPECIAL TALENTS, AND INTERESTS. WE WOULD LIKE TO KNOW BOTH STRONG AND WEAK POINTS TO HELP US DIFFERENTIATE THIS STUDENT FROM OTHERS. ANECDOTES ARE USUALLY MORE HELPFUL THAN GENERALITIES. PLEASE COMMENT ON SPECIAL CIRCUMSTANCES OR DISCREPANCIES IN HIS/HER TRANSCRIPT THAT MAY GO UNEXPLAINED ELSEWHERE.

I RECOMMEND THIS STUDENT TO UNITY COLLEGE (**CHECK ONE**):

- WITH RESERVATIONS     FAIRLY STRONGLY     STRONGLY     ENTHUSIASTICALLY

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_