

## ADMINISTRATOR CONFIDENTIAL EVALUATION FORM

**Parents:** Please complete the top portion of this form and ask the appropriate school-based administrator of your child's current school to complete the rest of the form. This evaluation should be mailed or faxed by the school to The Roberts Academy at 863.680.3971 along with the student's transcripts.

Applicant's name \_\_\_\_\_

Applying for Grade \_\_\_\_\_ Current school \_\_\_\_\_

*I authorize you to release to The Roberts Academy a copy of the complete transcripts for my child, including all grades and test scores. I understand that all recommendations become the confidential property of The Roberts Academy and are not subject to parental review.*

Mother's signature \_\_\_\_\_ Date \_\_\_\_\_

Father's signature \_\_\_\_\_ Date \_\_\_\_\_

Name of person completing form \_\_\_\_\_ Date \_\_\_\_\_

Title \_\_\_\_\_ Telephone \_\_\_\_\_

Address of school \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

1. Please check your overall recommendation:

- Recommend with enthusiasm       Recommend with reservation  
 Recommend       Cannot recommend

*You are welcome to use a separate page in answering any of the following questions.*

2. Has the student had excessive absences or tardiness?  Yes  No

If yes, please explain. \_\_\_\_\_

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3. Has the student ever been expelled or suspended/have a history of conduct problems?  Yes  No

If yes, please explain. \_\_\_\_\_

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**ADMINISTRATOR CONFIDENTIAL EVALUATION FORM (CONTINUED)**

4. Will the applicant be permitted to re-enroll in your school for the upcoming school year?  Yes  No  
If no, please explain.

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5. Are there any special strengths, circumstances, or problems of which we should be aware?  Yes  No  
If yes, please explain.

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6. Please discuss any aspects of the student’s family relationships that could affect student performance.

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7. We welcome any additional comments that you believe should be taken into consideration when evaluating this applicant.

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Signature of School-based Administrator