



# CARDINAL SPELLMAN HIGH SCHOOL

## Transcript Record

### TO THE APPLICANT:

Please complete the top section (shaded section) of this form, making sure that your parent/guardian signs in the appropriate place in order to authorize the release of your records to CSHS. After you have completed the top section, please give this form to the person in your school who is responsible for preparing records (principal, counselor, teacher).

### TEACHER RECOMMENDATION

Cardinal Spellman High School is a college preparatory school. Admission is based on: 7th and 8th grade records; performance on the high school placement test; results of standardized testing from current school; recommendation of principal, counselor or teacher. Please check the appropriate level of recommendation below and feel free to add your own comments:

- Recommend with Enthusiasm
- Recommend
- Recommend with Reservations
- Do not recommend

Name \_\_\_\_\_  
Last First Middle

No. & Street \_\_\_\_\_ Phone \_\_\_\_\_

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

School Student currently attends \_\_\_\_\_

Signature of Parent/Guardian to Authorize Release of Records \_\_\_\_\_

### TO THE PRINCIPAL/COUNSELOR/TEACHER

*This student is applying for admissions to Cardinal Spellman High School. If the student is to be given fair consideration, a full report from your school is essential. This information is needed by December 19 for September admissions.*

#### Grade 7

| Course         | Level of Course* | Year's Average |
|----------------|------------------|----------------|
| Religion       |                  |                |
| English        |                  |                |
| Math           |                  |                |
| Science        |                  |                |
| Reading        |                  |                |
| Social Studies |                  |                |
| French         |                  |                |
| Spanish        |                  |                |

#### Grade 8

| Course         | Level of Course* | 1st Quarter Average |
|----------------|------------------|---------------------|
| Religion       |                  |                     |
| English        |                  |                     |
| Math           |                  |                     |
| Science        |                  |                     |
| Reading        |                  |                     |
| Social Studies |                  |                     |
| French         |                  |                     |
| Spanish        |                  |                     |

Conduct \_\_\_\_\_ Effort \_\_\_\_\_ Conduct \_\_\_\_\_ Effort \_\_\_\_\_  
 Days Absent \_\_\_\_\_ Days Tardy \_\_\_\_\_ Days Absent \_\_\_\_\_ Days Tardy \_\_\_\_\_

Level: A (Advanced) H (Honors) S (Standard) R (Remedial) *(please circle one)*

Math: Please indicate if student is taking Algebra 1 or Pre-Algebra *(please circle one)*

Does this student have an IEP? \_\_\_\_\_ or a 504 Plan \_\_\_\_\_

This student does not have a discipline record as of \_\_\_\_\_ or

A discipline report is attached

### STANDARDIZED TESTING

|             | Test | Date Given | Percentile/Grade Level |
|-------------|------|------------|------------------------|
| Verbal      |      |            |                        |
| Mathematics |      |            |                        |
| Reading     |      |            |                        |

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_

Your name \_\_\_\_\_ Position \_\_\_\_\_

How long have you known the applicant? \_\_\_\_\_

If you prefer to discuss this applicant by phone, please indicate by adding your phone number and specifying a convenient time at which we might contact you: Phone \_\_\_\_\_ Best time(s) to call \_\_\_\_\_