

You have been requested by an applicant to The Element High School to complete the following Confidential Reference Form. The Element High School is an independent school serving students in grades 7 through 12.

The information you provide is strictly confidential, and will be used solely for admissions' evaluation. At no time will any unauthorized person outside of The Element High School, including the student evaluated and their parents, be given access to any of the information herein.

Student name:

Current Grade:

School:

Number of years at your school:

Recommenders name:

How long have you known the applicant?

In what capacity do you know the applicant?

What are this student's two greatest personal strengths?

In your opinion, two areas in which the applicant most needs improvement are:

How does the applicant relate to his/her peers? Please provide details.

How supportive is the student's family of your school's program and teachers?



**Qualities**

Please rate the applicant in the categories listed below. (4 = Excellent; 3 = Average; 2 = Below Average; 1= Needs Improvement).

Integrity	1	2	3	4
Concern for others	1	2	3	4
Leadership potential	1	2	3	4
Emotional Stability	1	2	3	4
Work ethic	1	2	3	4
Curiosity	1	2	3	4
Relationship with teachers	1	2	3	4
Capacity for Independent work	1	2	3	4
Enthusiasm	1	2	3	4
Classroom conduct	1	2	3	4
Ability to relate to others	1	2	3	4
Academic Interest and motivation	1	2	3	4
Ability to make good use of their time independently	1	2	3	4
Self-confidence and self-esteem	1	2	3	4

Please provide any further information about the student that you think would be helpful for us to know.

Thank you for taking the time to fill out this reference.

Please mail this form directly to:

Admissions  
The Element High School  
425 Marche Way, Unit 201  
Ottawa, ON  
K1S 5J3

Or return it the applicant in a sealed envelope with your signature across the seal.

