



A college preparatory high school for young women

**Admissions Office** 415-584-5929  
**Mercy High School San Francisco**  
 3250 Nineteenth Avenue  
 San Francisco, CA 94132  
[admissions@mercyhs.org](mailto:admissions@mercyhs.org)  
**FAX#: 415-334-9726**

**Confidential Recommendation Form**  
 To be completed by principal or counselor

Student's Name \_\_\_\_\_ has applied to Mercy High School.

Please FAX or mail both pages of this completed form to **Mercy High School** and retain a copy for your files.

**Academic Qualities**

|                               | Excellent | Good | Fair | Below Average |
|-------------------------------|-----------|------|------|---------------|
| Study Habits                  |           |      |      |               |
| Motivation                    |           |      |      |               |
| Ability to Learn              |           |      |      |               |
| Oral Communication Skills     |           |      |      |               |
| Ability to Work Independently |           |      |      |               |
| Ability to Work Cooperatively |           |      |      |               |
| Intellectual Curiosity        |           |      |      |               |
| Attention Span                |           |      |      |               |

The student is capable of succeeding in a college preparatory curriculum:  Yes  No

**Personal Qualities**

|                                       | Excellent | Good | Fair | Below Average |
|---------------------------------------|-----------|------|------|---------------|
| Personal Conduct                      |           |      |      |               |
| Self Confidence                       |           |      |      |               |
| Leadership Potential                  |           |      |      |               |
| Concern for Others                    |           |      |      |               |
| Participation in the School Community |           |      |      |               |
| Respect for Authority                 |           |      |      |               |
| Creativity                            |           |      |      |               |
| Respect Accorded by Her Peers         |           |      |      |               |

**Parent Information**

(This information will not be used when evaluating the student.)

|   | Excellent | Good | Fair | Below Average | N/A |
|---|-----------|------|------|---------------|-----|
| Commitment of family to Catholic Education  |           |      |      |               |     |
| Support of family for school policies       |           |      |      |               |     |
| Regularity in meeting financial obligations |           |      |      |               |     |

Is the family currently receiving financial aid?  Yes  No  N/A (Continued next page)

STUDENT'S NAME (please print):

1. Please use the space below to state your supporting reasons on any of the academic and personal qualities marked on the reverse.

2. Should the admissions committee be aware of any factors that have had an impact on this student's academic or social progress to date?

3. Has the student been placed in any special school programs? (Gifted Student; Accelerated Classes; L.E.P.; Tutorial or Resource/Learning Specialist.)

4. Please comment on the student's disciplinary and attendance record at your school.

### Overall Recommendation

|   |  |
|---|--|
| I strongly recommend this applicant                         |  |
| I recommend this applicant                                  |  |
| I recommend this applicant with reservations                |  |
| I do not recommend this applicant                           |  |
| Please call the school regarding this applicant and ask for |  |

Signature \_\_\_\_\_ Position \_\_\_\_\_

Print Name \_\_\_\_\_ Phone \_\_\_\_\_ Date \_\_\_\_\_

School \_\_\_\_\_

This report will not be disclosed to the applicant; it will be available only to those involved in our admission decision process. It will be destroyed when no longer needed for admission purposes.

Mercy High School  
3250 19<sup>th</sup> Avenue  
San Francisco, CA 94132  
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