



ACADEMIC REFERENCE / EVALUATION FORM

To be completed by a Teacher/Administrator at the applicant's current School

**Applicant's Name** \_\_\_\_\_

is involved in Shawnigan Lake School's Application Process. You have been selected by the applicant to provide an *academic reference/evaluation*. Your candid, sincere, and complete responses to the following questions are requested.

**Shawnigan** selects students who are capable of academic achievement in a competitive, university preparatory, boarding school environment. In this regard, among other things, **Shawnigan** evaluates past and present academic performance, teacher evaluations, results of entrance tests, communication skills, citizenship, artistic, and athletic accomplishments.

This is a **confidential** evaluation. The evaluation should be submitted directly to **Shawnigan** (by mail or fax) and not to the applicant or his/her parents.

This evaluation, and its contents, will only be used in connection with our admissions decision. It is the School's policy not to share reasons for the denial of admission.

Please complete both sides of this form and return it directly to the Admissions Office by mail or by fax to (250) 743-6200. If you find that sufficient space is not available on this form, please type your response on a separate sheet of paper identifying the question being answered.

How long have you known the applicant and in what setting? \_\_\_\_\_

In what context have you worked with the applicant? \_\_\_\_\_

What are the first three words that come to mind to describe this student?

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

In relation to other students the same age, please rate the applicant by placing a check mark (✓) in the column that represent your evaluation of the applicant.

	One of the best I have <b>EVER</b> encountered	<b>EXCELLENT</b> Top 10% this year	<b>GOOD</b> Above Average	<b>AVERAGE</b>	Below Average	No Basis for Judgement
Academic Potential						
Academic Achievement						
Intellectual Curiosity						
Effort/Determination						
Ability to work independently						
Ability to work with others						
Organization						
Creativity						
Concern for others						
Honesty/Integrity						
Self-Esteem						
Maturity (relative to age)						
Responsibility						
Respect accorded by faculty						
Respect accorded by peers						
Emotional stability						
Overall evaluation as a person						
Overall evaluation as a student						

Are there other weaknesses or strengths not listed that you would like to mention?

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Does the applicant possess any special competence, talent, potential for leadership, or exhibit any behavior indicating that leadership skills are not likely to be developed? Please explain.

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In what ways has the applicant made significant contributions to your community?

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Are there any additional comments you would like to make regarding the applicant?

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To the best of your knowledge, has the applicant ever been disciplined at any school (this includes any suspension in school or out of school, dismissal, requests for withdrawal, or other censure or discipline for any reason)?  Yes  No

If yes, please state the nature of the action taken and describe the circumstances relating to the action.

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Shawnigan expects that those students admitted will be capable of living independently in a responsible, mature, and self-disciplined fashion. To the best of your knowledge, has the applicant ever received counseling or assistance for behavioural problems or difficulties that may affect the applicant's ability to live away from home or reflect a lack of maturity, responsibility, or self-discipline?  Yes  No

How would you rate the applicant's likelihood of succeeding **academically** at Shawnigan?

- Highly Likely
- Likely
- Somewhat Likely
- Not Likely

How would you rate the applicant's likelihood of succeeding **socially** at Shawnigan?

- Highly Likely
- Likely
- Somewhat Likely
- Not Likely

Is the applicant a person that you would be comfortable with as a roommate for your son or daughter?

- Yes
- No

We very much appreciate your time and effort expended completing this form.  
**Thank you** for your thorough evaluation of the applicant.

Your Name \_\_\_\_\_

Position \_\_\_\_\_

School Name \_\_\_\_\_

Email \_\_\_\_\_

Business Phone \_\_\_\_\_

Signature \_\_\_\_\_

Today's Date \_\_\_\_\_

The information requested above is required in order for the School authority to make an informed decision as to the applicant's suitability and appropriate placement in the School. The School does not sell, lease or trade information about applicants to other parties and is committed to meeting or exceeding the privacy standards established by British Columbia's Personal Information Protection Act (PIPA) and any other applicable legislation. For further information contact the School's Privacy Officer at (250) 743-5516 or [privacyofficer@sls.bc.ca](mailto:privacyofficer@sls.bc.ca).

\* Please scan/email back to [admissions@sls.bc.ca](mailto:admissions@sls.bc.ca) or fax to 250 743 6280