



# St. Joseph's College

## Application for Letter of Recommendation

### A. Personal Data of applicant :

Name (in English) : \_\_\_\_\_ ( in Chinese ) \_\_\_\_\_

Class : \_\_\_\_\_ Class No. : \_\_\_\_\_ Form Master / Mistress : \_\_\_\_\_

Contact phone. No. : \_\_\_\_\_ ( Home ) \_\_\_\_\_ ( Mobile )

Date first admitted to SJC : \_\_\_\_\_ ( Form \_\_\_\_\_ )

Primary school attended : \_\_\_\_\_

### B. Why do you need a letter of recommendation? (Please specify)

If you need it for school applications, please put down the schools / universities and programmes that you are applying for.

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### C. Academic history and achievements :

C.1 Examination results obtained in the last 2 academic years :

Year	Form	Form position obtained		Conduct
		Half-yearly Examination	Final Examination	

\* Please enclose photocopies of report cards for the above examinations.

C.2 Additional qualifications ( awards, prizes and scholarships, etc. ) :

Year	Awards / prizes / scholarships

\*Please enclose photocopies of certificates or supporting documents.

### D. Activities involved :

D.1 Participation in Extra-curricular activities in the last 2 academic years :

Year	Committee / Club ( Post )

D.2 Participation in school activities and inter-class activities / inter-school activities :

Year	Activities	Results

D.3 Participation in Social Services :

Year	Social Services

\*Please enclose photocopies of certificates or supporting documents.

**E. Self Assessment :**

E.1 Please put a ✓ in the appropriate box :

General profile	Excellent	Good	Average	Below Average
Self-confidence				
Sense of responsibility				
Communication skills				
Punctuality				
Relationship with peers				
Relationship with teachers				
Self-discipline				
Manners				

E.2 In the following space, write a short paragraph about your plans and goals.

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Date : \_\_\_\_\_

Signature of applicant's parent : \_\_\_\_\_