



International School
of San Antonio

TEACHER RECOMMENDATION FORM
For Admission to Grades K-5

admissions@issatx.org

SECTION 1: STUDENT & RECOMMENDER INFORMATION (TO BE COMPLETED BY PARENT/GUARDIAN)

Student's Full Name: _____ DOB: _____

Applying to Grade: _____ Current School Name: _____

Recommender / Teacher Name: _____ Teacher Title / Role: _____

Teacher Email Address: _____

To the Parent/Guardian: Please complete Section 1 above, carefully read and sign the statement below, and return this form directly to the ISSA Admissions Office (admissions@issatx.org). Once received, ISSA Admissions will contact your child's teacher directly to request the recommendation and relevant educational information.

Authorization & Confidentiality Statement: I hereby authorize the International School of San Antonio (ISSA) Admissions Office to contact my child's current school and teacher(s) directly to request an evaluation and educational records for admission purposes. I authorize my child's school/teacher to release this information directly to ISSA. I understand and agree that all information provided on this form is strictly confidential and will not be shared with students, parents, or guardians under any circumstances.

Parent Signature: _____ Date: _____

SECTION 2: EDUCATOR EVALUATION (TO BE COMPLETED BY RECOMMENDING TEACHER)

To the School/Teacher: Thank you for your time and cooperation. We kindly ask for an honest assessment of this student's academic abilities and motivation. This form is one part of the overall admission profile and will remain strictly confidential.

Form completed by (first and last name): _____ Title / Role: _____

School Name: _____ Phone: _____

Years Teaching: _____ Time Known Student: _____ Group Size: _____

For each item in the tables below, please check the most appropriate description of this student. For any area where you assess a child's development as "emerging" or "needs improvement," please provide an explanation in the Comments section.

1. Academic Readiness	Advanced for Age	Appropriate for age	Emerging	Needs Development	Did Not Observe	Comments
Demonstrates grade-level academic skills: Evaluates whether the student is working at, above, or below the expected level for their grade.	☐	☐	☐	☐	☐	
Independence in learning: Assesses the student's ability to work independently and complete tasks with minimal guidance.	☐	☐	☐	☐	☐	
Eagerness to learn and engage: Measures the student's enthusiasm and curiosity about academic subjects.	☐	☐	☐	☐	☐	
Problem-solving skills: Evaluates how well the student approaches challenges and solves problems independently.	☐	☐	☐	☐	☐	



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2. Motivation and Work Ethic	Advanced for Age	Appropriate for age	Emerging	Needs Development	Did Not Observe	Comments
<u>Commitment to completing assignments:</u> Evaluates the student's ability to stay on task and submit work on time.	☐	☐	☐	☐	☐	
<u>Effort and perseverance:</u> Assesses how consistently the student tries their best, even when faced with challenges.	☐	☐	☐	☐	☐	
<u>Time management and responsibility:</u> Measures the student's ability to manage their time effectively and take responsibility for their own learning.	☐	☐	☐	☐	☐	
<u>Self-motivation:</u> Assesses whether the student takes initiative in their learning and demonstrates a desire to improve.	☐	☐	☐	☐	☐	

3. Social and Emotional Development	Advanced for Age	Appropriate for age	Emerging	Needs Development	Did Not Observe	Comments
<u>Interactions with peers and adults:</u> Assesses the student's ability to engage respectfully with others in the classroom and school setting.	☐	☐	☐	☐	☐	
<u>Conflict resolution skills:</u> Evaluates the student's ability to manage conflicts and navigate social situations with maturity.	☐	☐	☐	☐	☐	
<u>Empathy and kindness:</u> Measures the student's ability to understand and relate to the emotions of others.	☐	☐	☐	☐	☐	
<u>Sense of responsibility in group settings:</u> Evaluates how the student collaborates with others in group work and respects different opinions.	☐	☐	☐	☐	☐	
<u>Demonstrates respect for authority:</u> Evaluates whether the student shows respect toward the teacher and other authority figures in the classroom.	☐	☐	☐	☐	☐	



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4. Behavior and Self-Regulation	Advanced for Age	Appropriate for age	Emerging	Needs Development	Did Not Observe	Comments
<u>Follows classroom rules and routines:</u> Assesses the student's ability to adhere to classroom expectations and procedures	☐	☐	☐	☐	☐	
<u>Responds to feedback and redirection:</u> Evaluates how the student accepts and learns from constructive criticism.	☐	☐	☐	☐	☐	
<u>Self-control and emotional regulation:</u> Measures the student's ability to regulate their emotions and behavior in different situations.	☐	☐	☐	☐	☐	
<u>Organization and preparedness:</u> Evaluates whether the student consistently brings necessary materials and is organized for daily tasks.	☐	☐	☐	☐	☐	

5. Family Information	Definitely	Sometimes	Rarely	Never	No basis for judgement	Comments
<u>Has realistic expectations for their child:</u> Sets achievable expectations based on the child's needs.	☐	☐	☐	☐	☐	
<u>Communicates openly with the school:</u> Shares information and discusses progress with the school.	☐	☐	☐	☐	☐	
<u>Follows the rules and policies of the school:</u> Adheres to school guidelines and rules.	☐	☐	☐	☐	☐	
<u>Cooperates with classroom teachers:</u> Works with teachers to support the child's learning.	☐	☐	☐	☐	☐	
<u>Follows through with school recommendations:</u> Acts on the school's suggestions for the child's development.	☐	☐	☐	☐	☐	



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Please respond thoughtfully to the following questions, keeping in mind the student's performance, behavior, and overall growth in the classroom:

1. What do you see as the child's greatest academic and personal strengths?

2. What challenges does the child face academically or socially, and how do they work to overcome them?

3. How does the student behave in the classroom, both during structured lessons and free-time activities?

4. How does the student manage time and responsibilities when completing assignments, projects, or daily tasks?

5. Are there any additional comments or observations about the student's academic performance, behavior, or development? (Please feel free to attach an additional sheet if needed.)

Teacher / School signature: _____ Date: _____

Please kindly send the completed form to **admissions@issatx.org**, along with the most recent **report card** for the student.