



**CHRISTIAN ACADEMY**  
*A Mind for Truth and a Heart for God*  
3400 Moanalua Road  
Honolulu, HI 96819  
(808) 836-0233 ~ (808) 836-4415 fax

## Instructions for Application for Admission

Grades 6-8

2018-2019

- Please read instructions carefully.
- Parents needing assistance should contact the Admissions Office directly at (808) 836-4480.

### Application to the Middle School

- The number of openings in grades 6-8 is contingent upon withdrawals.
- New students entering 7<sup>th</sup> grade will have to be tutored in **Latin I** during the summer prior to beginning school (All 6<sup>th</sup> graders complete a year of Latin.) Please contact the Admissions Office for more details.

### Application Fees

- A non-refundable fee of \$100.00 must accompany each application.
- Applicants taking the SSAT instead of CA's admissions test pay \$60.00 only.

### Required Documents

- Copy of your child's birth certificate
- Completed parent questionnaire
- Completed student questionnaire
- Copy of current year's most recent report card (usually Quarter 1, Quarter 2 and Semester 1)
- Copy of last year's final report card
- Copy of most recent standardized test results (usually Spring 2017)
- 2 teachers' references
- An administrator's report
- A pastor's reference

### Application Deadline

- The completed application, fee, and **ALL** required documents are due by **December 1, 2017**.
- Please follow up with your child's school and/or church to ensure references are sent in.
- Only completed applications with **ALL** required documents will be processed.
- Applicants whose applications are incomplete will **not** be processed or scheduled for testing.

### Testing

- An admissions test will be scheduled on a Saturday.
- The applicant will be given reading and writing assessments, and a math placement test.
- Please make every effort to attend the scheduled test session(s); postponing the test session(s) will delay the processing of your child's application.

### Notification and Other Enrollment Information

- First-round applicants are notified of a decision by March 25, 2018.
- If an applicant is accepted, a non-refundable enrollment deposit of \$500.00 (fully applicable towards annual tuition) is required by **April 15, 2018**.
- Late applicants who are accepted after April 15, 2018 must pay the enrollment deposit within two weeks of notification.
- **Before** school begins, a current annual physical examination (including immunizations and tuberculin test) is required of all new Christian Academy students; signed enrollment contract must also be returned.



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## Checklist for Applicants

Grades 6-8

2018-2019

### Step 1: Beginning the Application Process

- Complete the half-page application card and submit to the school office along with the application fee (*make check payable to Christian Academy*)  
**Once submitted, you will receive an email instructing you to create a PowerSchool Parent Portal**
- Once online access has been granted, log in to your PowerSchool Parent Portal and complete the applicant's demographic information using the form titled **New Student Enrollment**

### Completing the Application

Submit the following application materials in a single envelope addressed to the Admissions Office.

- Completed Academic History and Medical Information form
- Signed Statement of Faith
- Applicant's photo
- Copy of birth certificate
- Completed parent questionnaire
- Copy of most recent progress report or report card (usually Quarter 1, Quarter 2 or Semester 1)\*
- Copy of last year's final report card\*
- Copy of most recent standardized test results (usually Spring 2017)\*

### Step 2: Consent for Release of Information

- Parent/guardian must sign the **Consent for Release of Information** form
- Submit the form to your child's CURRENT SCHOOL to authorize release of pertinent information\*

### Step 3: Current Teachers' Reference Forms

At least two current teachers must submit a confidential **Teacher Reference Report**. Follow these steps:

- Parent/guardian must sign the top of the **Confidential Teacher Reference Report** forms
- Deliver forms to teachers, along with stamped envelopes addressed to the Admissions Office

### Step 4: Administrator's Reference Form

Please submit this to a principal, vice-principal or counselor. Follow these steps:

- Parent/guardian must sign the top of the **Confidential Administrative Reference Report** form
- Deliver form to administrator, along with stamped envelopes addressed to the Admissions Office

### Step 5: Pastor's Reference Form

Please submit this to any pastor in the church you attend who knows your family/child well\*\*

- Parent/guardian must sign the back of the confidential **Pastor Reference** form
- Deliver form to your pastor, along with a stamped envelope addressed to the Admissions Office

### Step 6: Follow-up & Application Deadline

- Please follow up with your child's teachers, administrator, and pastor to ensure references are sent in
- The completed application, fee, and **ALL** required documents are due by **December 1, 2017**

*Applicants whose applications are incomplete will **not** be processed or scheduled for testing.*

\*If you are submitting (personal) copies of the 2016-2017 (last year's) & the most recent 2017-2018 report cards as well as the most recent standardized test results, **you may opt not** to give the Consent for Release of Information form to your child's current school.

\*\*If you do not attend church or do not know a pastor, please call the Admissions Office at (808) 836-4480.

Name of Applicant: \_\_\_\_\_ Grade Applying To: \_\_\_\_\_

### ACADEMIC HISTORY

Please list the last three schools attended by the applicant (list **most recent** school first):

<u>Name &amp; Address of School</u>	<u>Grades</u>	<u>Dates Attended (Month &amp; Year)</u>
_____	_____	From / to present
_____	_____	From / to /
_____	_____	From / to /

Please list any of the applicant's earned awards, honors, achievements, positions held in church, school or community, or the applicant's primary extracurricular or community activities in order of importance. Dates of Participation

_____	_____
_____	_____
_____	_____

Has the applicant ever failed and/or repeated a grade? Yes  No  If yes, please explain:

\_\_\_\_\_

Has the applicant ever been suspended or expelled from school? Yes  No  If yes, please explain:

\_\_\_\_\_

Has the applicant had serious discipline problems in school? Yes  No  If yes, please explain:

\_\_\_\_\_

Has the applicant ever been involved in legal problems or been arrested? Yes  No  If yes, please explain:

\_\_\_\_\_

Has the applicant received any IEPs, special help, or tutoring? Yes  No  If yes, please explain:

\_\_\_\_\_

### MEDICAL INFORMATION

**Christian Academy is not staffed to handle students with severe learning disabilities. For your child's best interest, please be candid when you answer the following questions.**

Has the applicant any allergies or health concerns? Yes  No  If yes, please explain:

\_\_\_\_\_

Has the applicant ever seen a physician, counselor, psychologist or psychiatrist for any type of social, behavioral, or emotional problem? Yes  No  If yes, please explain:

\_\_\_\_\_

Has the applicant ever been diagnosed with, or do you suspect that the applicant may have any learning disabilities or challenges? Yes  No  If yes, please explain:

\_\_\_\_\_

\_\_\_\_\_

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## Assembly of God Statement of Faith\*

### We believe ...

#### 1. We believe and teach:

- a. **The Bible is Inspired.** The Bible is the inspired and only infallible and authoritative written Word of God.
- b. **One True God.** *There is only one God, eternally existent in three persons: God the Father, God the Son, and God the Holy Spirit.*
- c. **The Lord Jesus Christ is Fully God.** The deity of our Lord Jesus Christ, His virgin birth, His sinless life, His miracles, His vicarious and atoning death, His bodily resurrection, His ascension to the right hand of the Father, His personal future return to this earth in power and glory to rule a thousand years.
- d. **The Fall of Mankind.** Mankind was created good and upright, however, mankind ignored God's instructions...choosing to engage in what they knew was wrong and evil.
- e. **The Salvation of Mankind.** Salvation is deliverance from spiritual death and enslavement by sin. God provides salvation for all who believe and accept His free offer of forgiveness. The only means of being cleansed from sin is through repentance and faith in the precious blood of Jesus.
- f. **The Ordinances of the Church.** (1) Baptism in water symbolically declares to everyone that the old sinful life style of the believer died with Christ and has been raised anew in Christ. (2) The Lord's Supper, or Communion, consisting of bread and the fruit of the vine (grape juice), is a memorial of Christ's suffering and death. The eating and drinking of these symbols express the believer's awareness that he has been made right with God and shares the divine nature of eternal life through Jesus Christ.
- g. **The Baptism in the Holy Spirit.** It is given to believers who ask for it. The Holy Spirit provides the power for victorious Christian living and productive service through specific spiritual gifts.
- h. **The Initial Physical Evidence of the Baptism in the Holy Spirit.** The gift of tongues (unlearned language) is spoken as the Spirit of God gives audible expression (Acts 2:4).
- i. **Sanctification.** The act of separating ourselves from evil and identifying with things that are good, upright, and morally pure.
- j. **The Church and Its Mission.** The church is a body of believers with Christ as the Head. As His church, our mission is to fulfill God's purpose concerning mankind.
- k. **The Ministry.** A divine call to ministry is ordained through Scripture. This is provided by the Lord for the purpose of leading the church in evangelization of the world, worship of God, and building a body of believers conforming to the life of Christ.
- l. **Divine Healing.** The redemptive work of Christ on the cross provides healing of the human body in answer to believing prayer.
- m. **The Blessed Hope.** The rapture of the church at Christ's second coming.
- n. **The Millennial Reign of Christ.** The visible return of Christ with his saints to reign on the earth for 1000 years.
- o. **The Final Judgment.** Those who died without accepting Christ's salvation will be raised and judged according to the way they lived. Anyone whose name is not found written in the Book of Life (the recorded list of people who received Christ's forgiveness), together with the devil and his angels, the beast and the false prophet, will be sent to everlasting punishment in the lake that burns with fire and brimstone, which is the second death. (Matthew 25:46; Mark 9:43-48; Revelation 19:20, 20:11-15, 21:8)
- p. **The New Heavens and the New Earth.** The promise of what God has prepared for His faithful followers (II Peter 3:13; Revelation 21,22).

**2. First Assembly of God’s Statement on Marriage and Sexuality**

- a. We believe that term “marriage” has only one meaning and that is marriage sanctioned by God which joins one man and one woman in a single, exclusive union, as delineated in Scripture.
- b. We believe that God intends sexual intimacy to only occur between a man and a woman who are married to each other. We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between a man and a woman.
- c. We believe that any form of sexual immorality, such as adultery, fornication, homosexuality, bisexual conduct, bestiality, incest, pornography, or any attempt to change one’s biological sex or to otherwise act upon any disagreement with one’s biological sex, is sinful and offensive to God.
- d. We believe that in order to preserve the function and integrity of the Assembly as the local Body of Christ, and to provide a biblical role model to the church members and the community, it is imperative that all persons employed by the Assembly in any capacity, or who serve as volunteers should abide by and agree to this Statement on Marriage and Sexuality and conduct themselves accordingly. We believe that God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ.
- e. We believe that every person must be afforded compassion, love, kindness, respect, and dignity. Hateful and harassing behavior or attitudes directed toward any individual are to be repudiated and are not in accord with scripture nor the doctrines of the Assembly.

**Has your child received Jesus as his/her Lord and Savior?** Yes  No   
*(Our staff and faculty members encourage students to accept Jesus Christ as their personal Lord and Savior, to develop Christ-like character, and to mature in their Christian lives)*

**I understand the Assemblies of God Statement of Faith and First Assembly of God’s Statement on Marriage and Sexuality.** Yes  No

**I agree to my child being taught the doctrines found in the Assemblies of God Statement of Faith and First Assembly of God’s Statement on Marriage and Sexuality.** Yes  No

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**I (we) certify that this application is true and correct.**

\_\_\_\_\_ Date \_\_\_\_\_ Signature \_\_\_\_\_ Print Name \_\_\_\_\_ Relationship to Applicant

\_\_\_\_\_ Date \_\_\_\_\_ Signature \_\_\_\_\_ Print Name \_\_\_\_\_ Relationship to Applicant

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**Notice of Nondiscriminatory Policy as To Students**

Christian Academy admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.



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## PARENT QUESTIONNAIRE

Kindergarten - Grade 12

Name of Applicant: \_\_\_\_\_ Grade applying to: \_\_\_\_\_

Name of Parent(s) / Guardian(s): \_\_\_\_\_

**Directions:** Please answer each question completely and send it to Christian Academy along with your student's application. A separate sheet of paper may be used if you wish to elaborate further.

1. How did you hear about Christian Academy? What aspect of Christian Academy caused an interest to apply here?
2. From your perspective, what are the advantages of a Christian education at Christian Academy?
3. What do you see as your role or responsibility in the education of your son/daughter?
4. How would you describe your son/daughter?
5. What would your child identify as the values that matter most to your family?
6. How would your son/daughter complete this sentence: "What Dad and Mom want for me is ... ?"
7. Please briefly explain your belief in and relationship with Jesus Christ, and list the church activities in which you and your child participate together.

Parent Signature: \_\_\_\_\_

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





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**Consent for Release  
of Information**

**Instructions to Parent/Guardian:**

Please complete and submit this form to your child's **CURRENT SCHOOL**, where your child is presently enrolled. It will provide information pertinent to your child's application. One or both parents/ guardians should sign below. Your child's **CURRENT SCHOOL** will retain this form.

I (we), \_\_\_\_\_, parent(s) or legal guardian(s)  
(parent's name)

of \_\_\_\_\_, birthdate: \_\_\_\_\_, hereby  
(child's name) (child's birthdate)

grant permission to \_\_\_\_\_ to release **copies only** of  
(name of current school)

my (our) child's educational records listed below to **Christian Academy**:

1. Progress/Report cards (final 2016-2017 & most current for 2017-2018)
2. Most recent standardized test scores, if any
3. Transcript (*grades 9-12 only*)

_____ Signature of Parent/Guardian	_____ Signature of Parent/Guardian		
_____ Address	_____ City	_____ State	_____ Zip Code
_____ Telephone Number	_____ Date		

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**Instructions to Current School Administrator/Registrar:**

Please keep this form in the student's cumulative file. Thank you for your assistance.

Please mail copies to: Christian Academy  
Admissions Office  
3400 Moanalua Road  
Honolulu, HI 96819





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## PASTOR REFERENCE FORM

### Instructions to the Parent / Guardian:

If you or your child attends a church, you may submit this Pastor Reference Form to any pastor (i.e. children's, youth, family, music, senior) whom you feel has interacted with your child and or your family. This form is confidential and will be used for admissions purposes only.

Before submitting this form to the pastor, please be sure to:

1. Type or print the information requested on first **three lines** of the reverse side.
2. Provide the pastor with a stamped envelope addressed to:

Christian Academy  
Admissions Office  
3400 Moanalua Road  
Honolulu, Hawaii 96819

3. Complete and sign the following statement of consent.

"I hereby give my permission to release the information that is requested on the Pastor Reference Form, regarding my child, \_\_\_\_\_, for the purpose of admission to Christian Academy."

\_\_\_\_\_  
Signature of parent/guardian

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
Date

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### Dear Pastor:

We sincerely appreciate your willingness to complete the Pastor Reference Form for this applicant. The parent/guardian is aware that any information you provide will be held in strictest confidence. Please complete this form and mail it directly to CHRISTIAN ACADEMY's Admissions Office. **DEADLINE: December 1, 2017.**

Should you have any questions, please call (808) 836-0233 ext. 4480. Thank you very much.





# CHRISTIAN ACADEMY

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## OUR MISSION AND VISION

**Christian Academy's mission** is to educate and train young men and women for the glory of God. As a ministry of First Assembly of God, the doctrine of the General Council of the Assemblies of God is at the core of our mission and vision. We employ the Principle Approach®, which is America's historic Christian method of Biblical reasoning that makes the truth of God's character and His Word the basis of every subject. **Our vision** is that our graduates will have *a mind for truth and a heart for God*. Our graduates will be prepared to advance God's kingdom as He has gifted and called them.

We educate because children are important to God and because they are our future. We teach and equip them, employing an intensive Principle Approach® methodology that adheres to biblical principles, including the school's and church's published doctrinal statement based on the authoritative Word of God.

The purpose of Christian Academy is to prepare children and young people to be citizens of heaven who will also fulfill their responsibilities on the earth. *We are committed to educating and equipping a generation of children to be world-shakers and His-Story-makers.* We help them discover and develop their God-given gifts and callings in building the church of God and advancing His Kingdom. We are committed to the development of their spiritual growth, academic excellence, Christian character and leadership skills for service. We disciple children through a deliberate, values-driven process. Our purpose is historically Christian. It is to prepare students, through a thoroughly Christian education, to fulfill the Great Commission, found in Matthew 28:19-20.

## OUR STATEMENT OF FAITH

### **We believe ...**

- ... the Bible is the inspired and only infallible and authoritative written Word of God.
- ... there is only one true God, revealed in three persons: God the Father, God the Son, and God the Holy Spirit.
- ... in the Deity of the Lord Jesus Christ. As God's Son, Jesus was both human and divine.
- ... that though originally good, humanity willingly fell to sin, ushering evil and death, both physical and spiritual, into the world.
- ... that every person can have a restored relationship with God through 'salvation' (accepting Jesus' offer of forgiveness for sin).
- ... and practice two ordinances—(1) water baptism by immersion after repenting of one's sins and receiving Christ's gift of salvation, and (2) holy communion (the Lord's Supper) as a symbolic remembrance of Christ's suffering and death.
- ... the Baptism in the Holy Spirit is a special experience following salvation that empowers believers for witnessing and effective service, just as it did in New Testament times.
- ... the initial physical evidence of the Baptism in the Holy Spirit is the gift of tongues (unlearned language) spoken as the Spirit of God gives audible expression (Acts 2:4).
- ... sanctification (being made holy) initially occurs at salvation and is also a progressive lifelong process of separating from evil as believers continually draw closer to God and become more Christ-like.
- ... the Church (the people who have accepted God's offer of redemption, regardless of religious denomination) has a mission to seek and save all who are lost in sin.
- ... a divinely called and scripturally ordained leadership ministry serves the Church.
- ... divine healing—the redemptive work of Christ on the cross provides healing of the human body in answer to believing prayer.
- ... in the Blessed Hope – the rapture of the church at Christ's second coming.
- ... in the millennial reign of Christ when He returns and begins His benevolent rule over earth for 1,000 years.
- ... a final judgment will take place for those who have rejected Christ.
- ... and look forward to the perfect new heavens and a new earth that Christ is preparing for all who have accepted Him.



# Hawai'i Association of Independent Schools (HAIS)

Confidential Teacher Reference Report | *1st through 12th Grades*

- English/Language Arts Teacher  
  Math Teacher  
  Self-contained Classroom Teacher  
 Other core academic Teacher \_\_\_\_\_

*Parent/Legal Guardian: Please fill out this section and deliver this form to your child's teacher. Include an addressed and stamped envelope to the school(s) to which you would like this evaluation sent. The evaluator will mail these forms directly to that/those school(s).*

Applicant's Name \_\_\_\_\_ Preferred Name: \_\_\_\_\_  
Last First M.I.

Gender:  M  F Birthdate: \_\_\_\_/\_\_\_\_/\_\_\_\_ Applying for Grade: \_\_\_\_ Applicant's Current School: \_\_\_\_\_

**To Parent/Legal Guardian:** By submitting this evaluation form and your application for consideration by the member of the Hawai'i Association of Independent Schools (HAIS), you hereby release the HAIS school, its employees and representatives, the evaluator and the evaluator's employer from any and all claims and liability that may arise from information provided. All information provided on the attached evaluation form will be held in strictest confidence and will not be shared with students, parents, or guardians. This evaluation will remain confidential and does not become part of the student's permanent academic record.

Parent/Legal Guardian's Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

**To The Teacher:** Your candid appraisal of this child will be of invaluable assistance in giving us a complete and fair evaluation of this applicant. We appreciate your cooperation; your evaluation will be held in strict confidence.

ACADEMIC SKILLS	Excellent	Good	Fair	Poor	No Basis for Judgment
Ability to grasp new concepts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Analytical ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Knowledge of basic skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Application of skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Academic Potential	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Creativity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Abstract Thinking Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Critical Thinking Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Determination/Effort	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Intellectual Curiosity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Motivation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Oral Expression	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Organizational Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Study Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Areas in which the applicant has the greatest strengths: \_\_\_\_\_

Areas in which the applicant has the greatest needs: \_\_\_\_\_

WORK SKILLS				
Ability to work in a group	<input type="checkbox"/> Consistently works well	<input type="checkbox"/> Occasionally has trouble	<input type="checkbox"/> Usually has difficulty	<input type="checkbox"/> Has great difficulty
Ability to work independently	<input type="checkbox"/> Consistently works well	<input type="checkbox"/> Needs help occasionally	<input type="checkbox"/> Needs help frequently	<input type="checkbox"/> Needs constant help
Attention span	<input type="checkbox"/> Actively engaged	<input type="checkbox"/> Attentive	<input type="checkbox"/> Variable attention	<input type="checkbox"/> Requires frequent redirection
Class participation	<input type="checkbox"/> Joins readily	<input type="checkbox"/> Contributes occasionally	<input type="checkbox"/> Wants to dominate	<input type="checkbox"/> Rarely contributes
Completes assignments on time	<input type="checkbox"/> Consistently	<input type="checkbox"/> Usually	<input type="checkbox"/> Needs additional time	<input type="checkbox"/> Has difficulty
Quality of work	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Follows directions	<input type="checkbox"/> Easily and accurately	<input type="checkbox"/> Usually	<input type="checkbox"/> Needs much explanation	<input type="checkbox"/> Rarely
Takes initiative	<input type="checkbox"/> Consistently	<input type="checkbox"/> Usually	<input type="checkbox"/> Sometimes	<input type="checkbox"/> Rarely

SOCIAL SKILLS AND PERSONAL QUALITIES				
Attitude toward school	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Citizenship	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Concern for others	<input type="checkbox"/> Very considerate	<input type="checkbox"/> Usually considerate	<input type="checkbox"/> Occasionally considerate	<input type="checkbox"/> Rarely considerate
Emotional maturity	<input type="checkbox"/> Very mature	<input type="checkbox"/> Age appropriate	<input type="checkbox"/> Sometimes immature	<input type="checkbox"/> Very immature
Integrity	<input type="checkbox"/> Highly trustworthy	<input type="checkbox"/> Usually trustworthy	<input type="checkbox"/> Occasionally trustworthy	<input type="checkbox"/> Questionable
Leadership potential	<input type="checkbox"/> Leader	<input type="checkbox"/> Can follow or lead	<input type="checkbox"/> Leads on occasion	<input type="checkbox"/> Rarely leads
Relationships with peers	<input type="checkbox"/> Role model	<input type="checkbox"/> Healthy relationships	<input type="checkbox"/> Occasional problems	<input type="checkbox"/> Relates poorly
Reaction to criticism/setbacks	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Relationships with adults	<input type="checkbox"/> Courteous	<input type="checkbox"/> Usually positive	<input type="checkbox"/> Occasional problems	<input type="checkbox"/> Shows little respect
Responsibility	<input type="checkbox"/> Very responsible	<input type="checkbox"/> Usually responsible	<input type="checkbox"/> Sometimes responsible	<input type="checkbox"/> Rarely responsible
Self-confidence	<input type="checkbox"/> Healthy self-image	<input type="checkbox"/> Needs some support	<input type="checkbox"/> Seems over-confident	<input type="checkbox"/> Poor self-image
Self-control	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Sense of humor	<input type="checkbox"/> Highly developed	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poorly developed
Spirit of cooperation	<input type="checkbox"/> Consistently cooperates	<input type="checkbox"/> Usually cooperates	<input type="checkbox"/> Occasionally cooperates	<input type="checkbox"/> Rarely cooperates
Warmth of personality	<input type="checkbox"/> Consistently friendly	<input type="checkbox"/> Usually friendly	<input type="checkbox"/> Occasionally friendly	<input type="checkbox"/> Rarely friendly

**Evaluator:** Your completion of the following section to the extent you are able is greatly appreciated!

Please share any additional comments about the applicant's personal characteristics and qualities: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Describe the ways the applicant contributes to your school community (character, citizenship, leadership, athletic or artistic): \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Thank you for your time and evaluation of this applicant. May we contact you if we have questions?

(\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_  
 Phone Email

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

\_\_\_\_\_  
 Teacher's name (please print or type) | Subject taught

\_\_\_\_\_  
 Signature Date / /



# Hawai'i Association of Independent Schools (HAIS)

Confidential Teacher Reference Report | *1st through 12th Grades*

- English/Language Arts Teacher  
  Math Teacher  
  Self-contained Classroom Teacher  
 Other core academic Teacher \_\_\_\_\_

*Parent/Legal Guardian: Please fill out this section and deliver this form to your child's teacher. Include an addressed and stamped envelope to the school(s) to which you would like this evaluation sent. The evaluator will mail these forms directly to that/those school(s).*

Applicant's Name \_\_\_\_\_ Preferred Name: \_\_\_\_\_  
Last First M.I.

Gender:  M  F Birthdate: \_\_\_\_/\_\_\_\_/\_\_\_\_ Applying for Grade: \_\_\_\_ Applicant's Current School: \_\_\_\_\_

**To Parent/Legal Guardian:** By submitting this evaluation form and your application for consideration by the member of the Hawai'i Association of Independent Schools (HAIS), you hereby release the HAIS school, its employees and representatives, the evaluator and the evaluator's employer from any and all claims and liability that may arise from information provided. All information provided on the attached evaluation form will be held in strictest confidence and will not be shared with students, parents, or guardians. This evaluation will remain confidential and does not become part of the student's permanent academic record.

Parent/Legal Guardian's Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

**To The Teacher:** Your candid appraisal of this child will be of invaluable assistance in giving us a complete and fair evaluation of this applicant. We appreciate your cooperation; your evaluation will be held in strict confidence.

ACADEMIC SKILLS	Excellent	Good	Fair	Poor	No Basis for Judgment
Ability to grasp new concepts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Analytical ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Knowledge of basic skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Application of skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Academic Potential	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Creativity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Abstract Thinking Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Critical Thinking Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Determination/Effort	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Intellectual Curiosity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Motivation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Oral Expression	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Organizational Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Study Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Areas in which the applicant has the greatest strengths: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Areas in which the applicant has the greatest needs: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

WORK SKILLS				
Ability to work in a group	<input type="checkbox"/> Consistently works well	<input type="checkbox"/> Occasionally has trouble	<input type="checkbox"/> Usually has difficulty	<input type="checkbox"/> Has great difficulty
Ability to work independently	<input type="checkbox"/> Consistently works well	<input type="checkbox"/> Needs help occasionally	<input type="checkbox"/> Needs help frequently	<input type="checkbox"/> Needs constant help
Attention span	<input type="checkbox"/> Actively engaged	<input type="checkbox"/> Attentive	<input type="checkbox"/> Variable attention	<input type="checkbox"/> Requires frequent redirection
Class participation	<input type="checkbox"/> Joins readily	<input type="checkbox"/> Contributes occasionally	<input type="checkbox"/> Wants to dominate	<input type="checkbox"/> Rarely contributes
Completes assignments on time	<input type="checkbox"/> Consistently	<input type="checkbox"/> Usually	<input type="checkbox"/> Needs additional time	<input type="checkbox"/> Has difficulty
Quality of work	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Follows directions	<input type="checkbox"/> Easily and accurately	<input type="checkbox"/> Usually	<input type="checkbox"/> Needs much explanation	<input type="checkbox"/> Rarely
Takes initiative	<input type="checkbox"/> Consistently	<input type="checkbox"/> Usually	<input type="checkbox"/> Sometimes	<input type="checkbox"/> Rarely

SOCIAL SKILLS AND PERSONAL QUALITIES				
Attitude toward school	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Citizenship	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Concern for others	<input type="checkbox"/> Very considerate	<input type="checkbox"/> Usually considerate	<input type="checkbox"/> Occasionally considerate	<input type="checkbox"/> Rarely considerate
Emotional maturity	<input type="checkbox"/> Very mature	<input type="checkbox"/> Age appropriate	<input type="checkbox"/> Sometimes immature	<input type="checkbox"/> Very immature
Integrity	<input type="checkbox"/> Highly trustworthy	<input type="checkbox"/> Usually trustworthy	<input type="checkbox"/> Occasionally trustworthy	<input type="checkbox"/> Questionable
Leadership potential	<input type="checkbox"/> Leader	<input type="checkbox"/> Can follow or lead	<input type="checkbox"/> Leads on occasion	<input type="checkbox"/> Rarely leads
Relationships with peers	<input type="checkbox"/> Role model	<input type="checkbox"/> Healthy relationships	<input type="checkbox"/> Occasional problems	<input type="checkbox"/> Relates poorly
Reaction to criticism/setbacks	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Relationships with adults	<input type="checkbox"/> Courteous	<input type="checkbox"/> Usually positive	<input type="checkbox"/> Occasional problems	<input type="checkbox"/> Shows little respect
Responsibility	<input type="checkbox"/> Very responsible	<input type="checkbox"/> Usually responsible	<input type="checkbox"/> Sometimes responsible	<input type="checkbox"/> Rarely responsible
Self-confidence	<input type="checkbox"/> Healthy self-image	<input type="checkbox"/> Needs some support	<input type="checkbox"/> Seems over-confident	<input type="checkbox"/> Poor self-image
Self-control	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Sense of humor	<input type="checkbox"/> Highly developed	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poorly developed
Spirit of cooperation	<input type="checkbox"/> Consistently cooperates	<input type="checkbox"/> Usually cooperates	<input type="checkbox"/> Occasionally cooperates	<input type="checkbox"/> Rarely cooperates
Warmth of personality	<input type="checkbox"/> Consistently friendly	<input type="checkbox"/> Usually friendly	<input type="checkbox"/> Occasionally friendly	<input type="checkbox"/> Rarely friendly

**Evaluator:** Your completion of the following section to the extent you are able is greatly appreciated!

Please share any additional comments about the applicant's personal characteristics and qualities: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Describe the ways the applicant contributes to your school community (character, citizenship, leadership, athletic or artistic): \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Thank you for your time and evaluation of this applicant. May we contact you if we have questions?

(\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_  
 Phone Email

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

\_\_\_\_\_  
 Teacher's name (please print or type) | Subject taught

\_\_\_\_\_  
 Signature Date / /



# Hawai'i Association of Independent Schools (HAIS)

## Confidential Administrative Reference Report Form | **Grades 6-12**

Parent/Legal Guardian: Please complete the top section of this form and submit to an administrator (principal, dean, counselor, etc.) at your child's school. Include an addressed and stamped envelope to the school(s) to which you would like this evaluation sent. The evaluator will mail these forms directly to that/those school(s).

**Applicant's Name** \_\_\_\_\_ Preferred Name: \_\_\_\_\_  
Last First M.I.

Gender:  M  F Birthdate: \_\_\_\_/\_\_\_\_/\_\_\_\_ Applying for Grade: \_\_\_\_ Applicant's Current School: \_\_\_\_\_

**To Parent/Legal Guardian:** By submitting this evaluation form and your application for consideration by the member of the Hawai'i Association of Independent Schools (HAIS), you hereby release the HAIS school, its employees and representatives, the evaluator and the evaluator's employer from any and all claims and liability that may arise from information provided. All information provided on the attached evaluation form will be held in strictest confidence and will not be shared with students, parents, or guardians. This evaluation will remain confidential and does not become part of the student's permanent academic record.

Date \_\_\_\_/\_\_\_\_/\_\_\_\_ Parent/Legal Guardian's Signature \_\_\_\_\_

How long has the applicant been enrolled in your school? \_\_\_\_\_

How long and in what capacity have you known this applicant? \_\_\_\_\_

To your knowledge, has the applicant:

1. Had any history of serious conduct problems?  Yes  No
2. Ever been expelled or suspended?  Yes  No
3. Had a history of illegal substance use or juvenile delinquency problems (e.g. bullying, fighting, theft, etc.)?  Yes  No
4. Demonstrated any concerns related to academic or personal integrity?  Yes  No

If yes to any of these questions, is this a recurring pattern of behavior?  Yes  No

Please explain providing details and dates: \_\_\_\_\_

To your knowledge, is the applicant's school record a true indication of his/her academic ability, or have outside circumstances interfered with academic achievement?  Yes  No If no, please explain: \_\_\_\_\_

Describe the ways the applicant contributes to your school community (character, citizenship, leadership, athletic or artistic): \_\_\_\_\_

Has the applicant been recognized for outstanding character, citizenship, leadership, athletic or artistic performance?  Yes  Not to my knowledge

If yes, please explain: \_\_\_\_\_



