



教师推荐信

所有申请者必须提交至少一位现任教师推荐信。老师完成表格所有内容并以邮件的形式发送给招生部 (admissions@ccom-prep.org)。如果表格没有完整提交,招生部的老师可能会联系您以便帮助学生顺利完成申请流程。当您发送邮件的时候,请备注学生的姓名及出生年月日(例如,“王舒雅,日/月/年”)。

该表格只能由(音乐专业老师、英语老师及班主任)任意一位填写。

学生信息

学生姓名(跟身份证或护照保持一致) _____ 英文名 _____

现就读年级 _____ 生日 ____ 日 ____ 月 ____ 年

教师信息

教师姓名 _____ 学校名称 _____

学校地址 _____

学校电话 _____

学校邮箱(如果学校没有邮箱也可使用个人邮箱) _____

这个学年学生的出席天数或出勤率 _____

这个学年学生的缺席天数或缺勤率 _____

请注明您认识学生的时长 _____

学校表现

请在下划线上写上数字以说明学生的弱项或强项,或根据年龄判断是否处于适当的水平:

***注意: 请将学校公章覆盖在以下表格上。**

① 低于年级水平 ② 达到年级水平 ③ 高于年级水平 ④ 非常优异

综合学术能力 _____	学习持续性 _____	面对批评的反应 _____	普遍的行为表现 _____
语言运用 _____	与周围人的相处情况 _____	性格的状态 _____	
-写作 _____	数学能力 _____	领导能力 _____	自信度 _____
-听说 _____	学习习惯/组织能力 _____	成熟度 _____	自律能力 _____
-阅读 _____	独立学习的能力 _____		

请完整回答以下问题,如有需要,可以继续的另一张纸上完成。请提供具体的事实来说明您的观点。另外,您也可以附加说明您对学生的建议。

1. 请描述学生的性格和兴趣。

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地址: 北京市东城区南河沿大街 19 号

Address: No.19 Nanheyan Avenue, Dongcheng District, Beijing

邮箱 Email: info@ccom-prep.org

电话 Tel: 4000-581-587



2. 学生有接受过学习或心理上的额外辅导吗?

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3. 学生是如何与周围的同伴和成年人相处的?

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4. 学生可以集中精力完成作业吗? 请举例说明他/她一般能坚持多久?

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5. 请描述学生的课外兴趣和优势。

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6. 家长是否真正了解学生的学术能力?

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7. 有特别必须关注的学生安全问题吗?

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8. 请在此处添加您认为适合的评论:

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声明

本人提供的信息是专业的、准确的并且无保留的。本人明白，如果评估表中的内容有错误的或隐瞒不实的，学生的申请资格将会被取消。

教师签字_____

学校职位_____

日期(年/月/日)_____



Teacher Recommendation Letter

All applicants should submit at least one current teacher recommendation letter. The teacher should provide the information requested and send the completed form directly to our Admissions Office (admissions@ccom-prep.org). Where details are not completed in full, one of the Admissions team will contact the teacher before we proceed further with this student's application. When sending the form by email, please include the student's name and date of birth (e.g. "Reference for Wang Shuya, DD/MM/Year")

This form can only be filled in by one of the teachers (Music teacher, English teacher and Homeroom teacher)

Student's Information

Student's Full Name (As if appears in the ID card) _____ Preferred English Name _____
Current Grade _____ Date of birth ____ Day ____ Month ____ Year

Teacher's Information

Your Full Name _____ School's Name _____
School's Address _____
School's Phone Number _____
School's Email Address(or personal email if no school email available) _____
Number of days the student has attended during the current school year _____
Number of days the student has been absent during the current school year _____
Please state how long you have known this student _____

Performance

Please write down the number on the underline to indicate whether the student has a weakness or strength, or whether they are at the appropriate level for according to their age:

***Note: Please ensure that your school's stamp is placed over this table.**

① Not acceptable ② Acceptable ③ Above expected level ④ Outstanding

Overall academic ability _____	Perseverance _____	Reaction to criticism _____	General behaviour _____
Use of English _____	Ability to get along with others _____	Warmth of personality _____	
-Writing _____	Mathematical ability _____	Leadership _____	Self-confidence _____
-Speaking _____	Study habits/organizational ability _____	Maturity _____	Self-discipline _____
-Reading _____	Ability to work independently _____		

Please answer the questions below fully and continue on a separate sheet of paper if necessary. Where possible, please provide specific anecdotal support for your views. Also, please include any recommendations you may have on the student's placement or curriculum.

1. Please describe the student's character and interests.



2. Does the student require any learning/emotional support?

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3. How does the student interact with peers and adults?

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4. Does the student have the ability to focus on individual tasks? Please give an example of approximately how long they can focus?

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5. Please describe the student's extra-curricular interests and strengths.

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6. Do the parents of this student demonstrate a realistic understanding of his/her academic ability and skills?

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7. Are there any safeguarding concerns we should be aware of for this student?

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8. Please add any additional comments which you think are relevant here:

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Declaration

The information provided on this reference form is accurate and to the best of my knowledge no information has been withheld. I understand that failure to disclose relevant information may lead to the withdrawal of an offer or admission of the student to CCPS.

Teacher's Signature _____

Position held within the school _____

Date (dd/mm/yy) _____