



Transfer of Student Records from China

2/ Head Teacher and English Teacher Assessment and Recommendation

Dear Sir or Madam,

The student whose name appears below has applied for admission to the Swiss Center for International Education (SCIE).

One of the most important aspects of the application process is the teacher's assessment, which together with the Head teacher's assessment and official school grades will provide us with important information and details about the applicant's skills and character.

Your cooperation in providing SCIE with a complete report on the applicant's results and behaviour will be greatly appreciated. Any document or letters of recommendation, including all information you provide herein are strictly confidential any will not be disclosed to any third parties, including the applicant and his or her family.

Yours faithfully,

Alberto Giuffrida
Director

Ivan Iannotta
Director

Please complete the following chart based on your observation of the candidate's skills.

	No basis for judgment	Below Average	Average	Good	Excellent
Politeness					
Warmth of personality					
Integrity					
Maturity					
Open-mindedness					
Interest in other cultures					
Respect of other people's cultures and values					
Respect for authority in general					
Respect for teachers					
Respect from teachers					
Reaction to criticism					
Respect for other students					
Respect from other students					
Tidiness, organizational skills					
Study skills, ability to meet deadlines					
Ability to get along with other students					
Ability to work in groups					
Ability to work under pressure					
Ability for self-assessment					
Cooperation, concern for schoolmates					
Self-confidence, Leadership					
Self-discipline					
Motivation					
Artistic skills (Please specify)					
.....					
Sports (Please specify)					
.....					
Other special talent (Please specify)					
.....					
Parents' interest and involvement in the candidate's school activities					
Parents' cooperation with school authorities					

Please answer the following questions based on your observation of the candidate's skills and character.

Candidate's Emotional Skills

Well-balanced Over-emotional Easily moved to anger or depression Apathetic

Other:

Candidate's Weaknesses/Strengths

Weaknesses:

Strengths:

Disciplinary Problems

Please explain if and when the candidate has had any disciplinary problems, and if any disciplinary measures were taken as a result.

.....
.....
.....
.....
.....
.....
.....
.....
.....
.....
.....

Are there any factors that may have interfered with the candidate’s abilities and school results?

.....
.....
.....
.....
.....
.....
.....

Final Recommendation

I recommend this candidate I do not recommend this candidate

.....
Head Teacher’s Signature

.....
Place

.....
Teacher’s Signature

.....
Date

Please mail this form to:

**SCIE, Swiss Center for International Education, Viale Verbano 3a, 6600 Muralto-
Locarno, Switzerland**

To be completed by SCIE

.....
Place and date

.....

Alberto Giuffrida
Director

Ivan Iannotta
Director