

ACADEMIC REFERENCE FOR FORM 1 ADMISSION 2020 – 2021

To be completed by the Parent / Guardian

Name of Applicant: _____ (Application No. : _____)

*Dear Principal, My child has applied for a place in Form 1 at the YMCA of Hong Kong Christian College (YHKCC). To understand more about my child the YHKCC has requested some additional information from the Primary School. I have given my consent for this information to be used for admission purposes. Please can you complete this **confidential** academic reference and send it to the YHKCC by fax (29882000) on or before **Tuesday 5th November 2019**. Please attach a cover sheet marked Attention: Admissions Office. Thank you.*

Name of Parent / Guardian: _____

Signature of Parent / Guardian: _____ Date: _____

To be completed by the Principal

1. What is the medium of instruction? English Cantonese Other: _____

2. What is the average academic attainment (i.e. average percentage of all academic subjects (e.g. English, Language, Mathematics, General Studies, Science, etc.) achieved by the applicant in Primary 5: _____ (%) and Primary 6: _____ (%) ?

3. Relative to **all** students in the year group, how would you rank the applicant’s academic ability? (Please tick ✓ one box.)

<input type="checkbox"/> Top 10% of students in year group <input type="checkbox"/> Top 20% of students in year group <input type="checkbox"/> Top 30% of students in year group <input type="checkbox"/> Other: _____	}	How many students are in the Primary 6 year group? _____
---	---	--

4. How many rewards has the applicant been given?

	No. of merits	Other rewards (please give details)
Primary 5		
Primary 6		

5. How many sanctions has the applicant received?

	No. of black marks	No. of minor demerits	No. of major demerits	Other sanctions (please give details)
Primary 5				
Primary 6				

6. Relative to **all** students in the year group, use the grades in the table below to record the applicant's conduct in Primary 5 and Primary 6.

Excellent	A+	A	A-
Good	B+	B	B-
Satisfactory	C+	C	C-
Room for Improvement	D+	D	D-

Conduct grade in Primary 5: _____

Conduct grade in Primary 6: _____

Remarks: _____

7. What is the applicant's attendance and punctuality record?

	Attendance	Punctuality
	No. of absences	No. of late arrivals
Primary 5		
Primary 6		Up to (date):

8. Additional comments: _____

Declaration: I verify that the information provided in this academic reference is correct.

Name of School: _____

Address of School: _____

Name of School Principal: _____

Signature of School Principal: _____

Contact Telephone No.: _____ Date: _____ School Chop: _____

Thank you very much for taking the time to complete this academic reference.