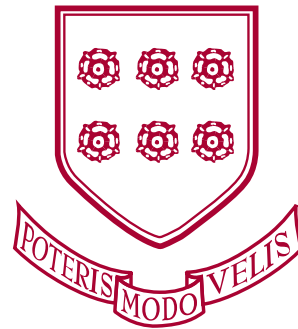


# Fay School



## APPLICATION FOR ADMISSION Upper School Grades Seven through Nine

This application packet includes:

- Applicant Checklist
- Applicant Information (to be completed by the family)
- Applicant Statement (to be completed by the applicant)
- Parent/Guardian Statement (to be completed by the family)
- Records Release Form (to be completed by the family and given to a school administrator)
- Confidential Recommendation Forms (to be completed by English and math teachers)
- Confidential School Report Form (to be completed by school administrator)

The following items are required to complete an application to Fay School:

	Domestic	International
<input type="checkbox"/> Application Available online at <a href="http://www.fayschool.org/apply">www.fayschool.org/apply</a> .	●	●
<input type="checkbox"/> Application Fee \$50 for domestic applicants and \$100 for international applicants	●	●
<input type="checkbox"/> Transcript Please complete Records Release Form and provide to your current school	●	●
<input type="checkbox"/> Confidential Recommendation Forms English, Math, and School Reports should be sent directly to Fay by your current school	●	●
<input type="checkbox"/> Interview (On-Campus or via Skype)* Admission interviews will be offered from September 15, 2014 onward	●	●
<input type="checkbox"/> SSAT or ISEE Please visit <a href="http://www.fayschool.org/admission/testing">www.fayschool.org/admission/testing</a> to find test locations near you, including test dates at Fay School.	●	●
<input type="checkbox"/> TOEFL or TOEFL, Jr. Required of international applicants whose native language is not English		●

\* Please call or email the Office of Admission to schedule your interview appointment (508-490-8201 or [admission@fayschool.org](mailto:admission@fayschool.org)). Note that prior to scheduling interview appointments, you must have submitted the application.

### Admission Deadline

Boarding applicants are considered on a rolling basis. International applicants who would like to be considered in the first round of decisions should complete their applications by December 15, 2014.

Day applicants who would like to be considered for our first round of decisions should submit applications by February 1, 2015. Subsequent to that date, applications will be considered on a rolling basis dependent on space availability. Admission decisions will be mailed on March 10, 2015 for all day applicants who meet the February 1 deadline.

### Financial Aid at Fay School

Financial aid is available to all applicants. In order to qualify for a financial aid award, families must demonstrate financial need. Please visit [www.fayschool.org/fa](http://www.fayschool.org/fa) to apply for financial aid. The financial aid application deadline is February 1, 2015. Missing this deadline may jeopardize your child's chances of receiving financial assistance at Fay School.

### Admission Events

We invite you to attend our Admission Open House on Sunday, December 7, 2014 from 1:00 - 3:30 p.m. and any one of our Upper School Admission Visit Days:

- Tuesday, October 7, 2014 from 10:00 a.m. - 1:00 p.m.
- Tuesday, November 4, 2014 from 10:00 a.m. - 1:00 p.m.
- Wednesday, January 14, 2015 from 10:00 a.m. - 12:00 p.m.
- Wednesday, April 29, 2015 from 10:00 a.m. - 12:00 p.m.

# APPLICATION FOR ADMISSION

## Grades Seven through Nine

Kindly enclose with this application a small photograph of the candidate (optional) to help us connect names with faces.  
Thank you for your interest in Fay School.

### APPLICANT INFORMATION

Legal name of applicant:

\_\_\_\_\_ ( \_\_\_\_\_ )  
first middle last likes to be called

Male  Female Place of birth (city/state/country): \_\_\_\_\_

Citizenship (country): \_\_\_\_\_ Date of birth (month/day/year): \_\_\_\_\_

Home Address: \_\_\_\_\_  
street

\_\_\_\_\_ city state/country postal code

Telephone Number: \_\_\_\_\_ Preferred Email Address: \_\_\_\_\_

Applying for grade \_\_\_\_\_ for the 20\_\_\_\_ - 20\_\_\_\_ year  7-Day Boarding Student  5-Day Boarding Student  Day Student

Race/Ethnicity (optional):  African/African-American/Black  Asian/Asian-American  Caucasian  
 Latino/Hispanic  Middle Eastern  Native American  Pacific Islander  
 Biracial/Multiracial (please specify) \_\_\_\_\_  Other (please specify) \_\_\_\_\_

Will you be applying for financial aid?  Yes  No Fay's financial aid application can be found at [www.fayschool.org/fa](http://www.fayschool.org/fa)

Will you be applying to other schools?  Yes  No Name(s) of school(s): \_\_\_\_\_

### APPLICANT EDUCATION

Name of school your child is currently attending: \_\_\_\_\_

Present grade: \_\_\_\_\_ Number of years attended: \_\_\_\_\_ Present school ends after grade: \_\_\_\_\_

Name of Principal or Head of School: \_\_\_\_\_

School address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: ( \_\_\_\_\_ ) \_\_\_\_\_ Date of Entry (month/year): \_\_\_\_\_

List all schools attended during the last three years: \_\_\_\_\_  
\_\_\_\_\_

Has your child ever been dismissed, suspended, placed on probation, or received other serious disciplinary sanction or withdrawn from school voluntarily for an extended period of time? Yes \_\_\_\_ No \_\_\_\_ If yes, please provide full explanation on a separate piece of paper.

## FAMILY INFORMATION

(1) Name of custodial parent/guardian (relationship to student):  This parent/guardian has legal guardianship of candidate.

Ms.  Mrs.  Mr.  Dr.  Other \_\_\_\_\_ (\_\_\_\_\_)  
name relationship to student

Home Address (if different from applicant): \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_ Cell: (\_\_\_\_\_) \_\_\_\_\_ Parent's place of birth: \_\_\_\_\_

High school/college/graduate school attended (if any): \_\_\_\_\_

Place of Employment: \_\_\_\_\_ Work Phone: (\_\_\_\_\_) \_\_\_\_\_

Occupation: \_\_\_\_\_ Title: \_\_\_\_\_

Work Address: \_\_\_\_\_ Preferred Email: \_\_\_\_\_

(2) Name of custodial parent/guardian (relationship to student):  This parent/guardian has legal guardianship of candidate.

Ms.  Mrs.  Mr.  Dr.  Other \_\_\_\_\_ (\_\_\_\_\_)  
name relationship to student

Home Address (if different from applicant): \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_ Cell: (\_\_\_\_\_) \_\_\_\_\_ Parent's place of birth: \_\_\_\_\_

High school/college/graduate school attended (if any): \_\_\_\_\_

Place of Employment: \_\_\_\_\_ Work Phone: (\_\_\_\_\_) \_\_\_\_\_

Occupation: \_\_\_\_\_ Title: \_\_\_\_\_

Work Address: \_\_\_\_\_ Preferred Email: \_\_\_\_\_

Parents' marital status (relative to each other):

married  domestic partnership  separated  divorced  widowed  single

To whom should all Fay materials be sent?  Parent/Guardian (1)  Parent/Guardian (2)  \*Other

Applicant lives with:  Parent/Guardian (1)  Parent/Guardian (2)  \*Other

\*If you selected "other," please provide information here: \_\_\_\_\_

Please list name, gender, date of birth, grade, and current school of all siblings: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

What language(s) are spoken at home? \_\_\_\_\_

Please list the name and relationship of any relatives who have attended Fay School: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**PARENT/GUARDIAN STATEMENTS**

Why are you interested in Fay School for your child? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What type of learning environment has been most effective in meeting the educational goals for your child? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Are there any special or unique characteristics of your family or home life? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please share with us the values you've instilled in your child, and how our community might benefit from those values/lessons.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



## EXTRACURRICULAR, PERSONAL, AND VOLUNTEER ACTIVITIES

In the grid below, please note your interests and activities in order of importance to you in areas such as music, drama, art, community service, debate, writing, athletics, or hobbies. We understand that some candidates have more opportunities for organized activities than others, but we are interested in how you spend your time outside of the classroom.

Activity	Years of experience	Hours per week	Level of involvement (such as first chair, junior varsity, travel team)	Positions held: awards, honors, leadership	Will you continue this activity at Fay?

## STANDARDIZED TESTING INFORMATION

All applicants for Upper School, domestic and international, are required to take the SSAT or ISEE. Please send test results to the Office of Admission.

Please enter the most recent time you have taken, or intend to take, a test.

SSAT      Test date (month/year): \_\_\_\_\_

ISEE      Test date (month/year): \_\_\_\_\_

## INTERNATIONAL APPLICANT INFORMATION

All international students for whom English is not the first language are required to take the TOEFL or TOEFL, Jr. Please send test results to the Office of Admission.

Please enter the most recent time you have taken, or intend to take, a test.

TOEFL      Test date (month/year): \_\_\_\_\_

TOEFL, Jr.      Test date (month/year): \_\_\_\_\_

Is your child planning to continue his or her studies at an independent secondary school in the United States after Fay?     Yes     No

Has your child previously studied abroad? Please include name of the summer program or school, dates, and location.

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## ADDITIONAL INFORMATION

How did you come to know of Fay School? (please check all that apply)

- |  |  |
|--|--|
| <input type="checkbox"/> Fay parent/student, alumnus/alumna, or faculty member<br>(Who? _____) | <input type="checkbox"/> School Directory (Which one? _____) |
| <input type="checkbox"/> Fay summer programs   | <input type="checkbox"/> Web Search                          |
| <input type="checkbox"/> Fay Open House, Admission Visit Day, or Walk-in Wednesday             | <input type="checkbox"/> Advertisement or direct mail        |
| <input type="checkbox"/> Teacher, administrator, or guidance counselor at current school       | <input type="checkbox"/> General reputation                  |
| <input type="checkbox"/> Consultant (Who? _____)   | <input type="checkbox"/> Other (please specify: _____)       |
|  | <input type="checkbox"/> School Fair (Which one ? _____)     |

I understand that this application and all other relevant information will be considered by the Admission Committee when such material is complete. I grant Fay School permission to request and receive confidential information regarding my child. I understand that this confidential information will be used solely as part of the admission process and will not be made part of my child's permanent record. I understand that the information provided in this application, together with all other information and materials received by the Fay Office of Admission from any source, are completely confidential and shall not be disclosed to anyone, including the candidate and the candidate's family, except by the Director of Admission, who, at his/her discretion, may disclose any part thereof to any person(s) he/she deems advisable. By signing below, I attest that all information provided is accurate and complete to the best of my knowledge at the time of application. I agree to notify Fay School of any changes in information during the admission and enrollment process. I agree to accept the admission decision of Fay School.

Date of this application: \_\_\_\_\_ Parent/Guardian Signature: \_\_\_\_\_

*Fay School admits students of any race, color, religion or creed, national or ethnic origin, gender, gender identity, sexual orientation, genetic background, or with any disability that can be reasonably accommodated by the School, to all rights, privileges, programs, and activities generally accorded or made available to students at Fay School. The School does not discriminate on the basis of such factors in the administration of its educational policies, employment policies, admissions policies, financial aid programs, athletics, or other school administered programs.*









To (school principal): \_\_\_\_\_

School: \_\_\_\_\_

School Address: \_\_\_\_\_

\_\_\_\_\_

School Telephone: \_\_\_\_\_

First and last name  
of student: \_\_\_\_\_

I give my permission for the release of (student's name) \_\_\_\_\_'s record. This should entail all school records, including:

- transcripts and records from the last school year (i.e. report cards, grades, transcripts, parent updates, conference reports)
- transcript from at least one marking period of the current academic year
- reports resulting from individual or standardized testing (i.e. aptitude/achievement tests, neuropsychological testing, educational testing)

It is understood that the privileged and confidential nature of such records will be preserved.  
Thank you for your assistance.

Signature of parent or guardian: \_\_\_\_\_

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

TO THE SCHOOL ADMINISTRATOR:

The records for the student indicated above should be sent directly to the Fay School Office of Admission.

Mailing address: 48 Main Street, Southborough, MA 01772

Email: [admission@fayschool.org](mailto:admission@fayschool.org)

Fax: 508.481.7872

Thank you.





CONFIDENTIAL RECOMMENDATION FORM  
ENGLISH  
for candidates to Grades Seven through Nine

Name of applicant: \_\_\_\_\_ Application for grade: \_\_\_\_\_

**Fay School** is a junior preparatory school comprised of 475 students. Day students are enrolled in grades Pre-K-9, and boarding students are enrolled in grades 7-9. Our children come from many different towns, states, and countries. We offer a broad, balanced, and challenging academic program and a wide range of competitive sports, arts, and extracurricular activities. Although Fay may have interviewed this candidate, the Admission Committee depends upon and values personal assessments in its final decision. We are grateful to you for candidly sharing your thoughts with us. Please be assured that all information will remain confidential and will not be kept as part of the student's permanent record.

1. How long have you known the candidate? \_\_\_\_\_ Current grade average: \_\_\_\_\_

2. What is the title of your course? What major units will be covered in the course this year? \_\_\_\_\_

4. Please evaluate the candidate's performance in the following areas:

	<i>above grade level</i>	<i>consistent with grade level</i>	<i>below grade level</i>
<b>Vocabulary</b>			
Oral	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Written	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Reading</b>			
Speed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Accuracy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Capacity for drawing appropriate inferences	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to move from literal to figurative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Writing</b>			
Sentence structure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Clarity of style	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to organize ideas logically	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Spelling	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Punctuation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Creativity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Grammar</b>			
Parts of speech	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Parts of sentence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3. Please discuss the student's overall performance in relation to his or her ability. \_\_\_\_\_

5. Please indicate any activities in which you know the candidate has participated with distinction. \_\_\_\_\_

6. Please speak to the student's study habits and overall organizational skills. \_\_\_\_\_

7. Does the candidate have any significant behavioral patterns that might interfere with his or her work at Fay? \_\_\_\_\_

8. How does the candidate respond to peers? To adults? \_\_\_\_\_

9. How would you describe the candidate's strengths and weaknesses? \_\_\_\_\_

10. Please rate the candidate in the categories listed below:

	<i>exceptional</i>	<i>above average</i>	<i>average</i>	<i>below average</i>	<i>n/a</i>
Integrity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Eagerness to learn	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Concern for others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leadership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Emotional stability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Enthusiasm/Energy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sense of humor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rank in your class	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Class participation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Taking initiative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Responsibility with regard to homework	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to work cooperatively in groups	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

I recommend this candidate	<i>strongly</i>	<i>moderately</i>	<i>with reservation</i>	<i>not at all</i>
Academic promise	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Personal qualities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Name (please print) \_\_\_\_\_ Email \_\_\_\_\_

Employer \_\_\_\_\_

Telephone \_\_\_\_\_ Years teaching \_\_\_\_\_

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

May we contact you for further questions? Yes \_\_\_\_\_ No \_\_\_\_\_

Please send this completed form directly to Fay School's Office of Admission at 48 Main Street, Southborough, MA 01772.  
You may also submit via email to [admission@fayschool.org](mailto:admission@fayschool.org) or via fax to 508.481.7872.  
Thank you! The information you have provided on this candidate is confidential and will enable a more informed decision.



CONFIDENTIAL RECOMMENDATION FORM  
MATHEMATICS  
for candidates to Grades Seven through Nine

Name of applicant: \_\_\_\_\_ Application for grade: \_\_\_\_\_

**Fay School** is a junior preparatory school comprised of 475 students. Day students are enrolled in grades Pre-K-9, and boarding students are enrolled in grades 7-9. Our children come from many different towns, states, and countries. We offer a broad, balanced, and challenging academic program and a wide range of competitive sports, arts, and extracurricular activities. Although Fay may have interviewed this candidate, the Admission Committee depends upon and values personal assessments in its final decision. We are grateful to you for candidly sharing your thoughts with us. Please be assured that all information will remain confidential and will not be kept as part of the student's permanent record.

1. How long have you known the candidate? \_\_\_\_\_ Current grade average: \_\_\_\_\_

2. What is the title of your course? What major units will be covered in the course this year? \_\_\_\_\_

3. Title and author of text used: \_\_\_\_\_

4. Next year, what math course would be the most appropriate placement for the student? \_\_\_\_\_

5. Please evaluate the candidate's performance in the following areas:

	<i>above grade level</i>	<i>consistent with grade level</i>	<i>below grade level</i>
Addition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Subtraction	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Multiplication	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Division	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Decimals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fractions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Percent	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Integers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Problem Solving	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

6. Please discuss the student's overall performance in relation to his or her ability. \_\_\_\_\_

7. To what degree has the student mastered the material covered in the course thus far? \_\_\_\_\_

8. Please describe specifically any attitudes or abilities of the candidate that are especially noteworthy. \_\_\_\_\_

9. Please indicate any activities in the school or community in which the candidate has participated with distinction (band, sports, drama, scouts, etc.).

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10. Does the candidate have any significant behavioral patterns that might interfere with his or her work at Fay?

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11. How does the candidate respond to peers? To adults? \_\_\_\_\_

---

---

12. How would you describe the candidate's strengths and weaknesses?

---

---

13. Please rate the candidate in the categories listed below:

	<i>exceptional</i>	<i>above average</i>	<i>average</i>	<i>below average</i>	<i>n/a</i>
Integrity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Eagerness to learn	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Concern for others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leadership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Emotional stability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Enthusiasm/Energy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sense of humor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rank in your class	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Class participation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Taking initiative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Responsibility with regard to homework	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

I recommend this candidate	<i>strongly</i>	<i>moderately</i>	<i>with reservation</i>	<i>not at all</i>
Academic promise	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Personal qualities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Name (please print) \_\_\_\_\_ Email \_\_\_\_\_

Employer \_\_\_\_\_

Telephone \_\_\_\_\_ Years teaching \_\_\_\_\_

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

May we contact you for further questions? Yes \_\_\_\_\_ No \_\_\_\_\_

Please send this completed form directly to Fay School's Office of Admission at 48 Main Street, Southborough, MA 01772.  
You may also submit via email to [admission@fayschool.org](mailto:admission@fayschool.org) or via fax to 508.481.7872.  
Thank you! The information you have provided on this candidate is confidential and will enable a more informed decision.





CONFIDENTIAL RECOMMENDATION FORM  
SCHOOL REPORT  
for candidates to Grades Seven through Nine  
*to be completed by a school administrator*

Name of applicant: \_\_\_\_\_ Application for grade: \_\_\_\_\_

**Fay School** is a junior preparatory school comprised of 475 students. Day students are enrolled in grades Pre-K-9, and boarding students are enrolled in grades 7-9. Our children come from many different towns, states, and countries. We offer a broad, balanced, and challenging academic program and a wide range of competitive sports, arts, and extracurricular activities. Although Fay may have interviewed this candidate, the Admission Committee depends upon and values personal assessments in its final decision. We are grateful to you for candidly sharing your thoughts with us. Please be assured that all information will remain confidential and will not be kept as part of the student's permanent record.

1. How long have you known the candidate? \_\_\_\_\_ In what capacity? \_\_\_\_\_

2. What three words come immediately to mind to describe the candidate?  
\_\_\_\_\_

3. Please describe specifically any attitudes and abilities of the candidate that you feel are particularly noteworthy.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Please indicate any activities in which you know the candidate has participated with distinction.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. How does the candidate respond to peers? To adults?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. Are you aware of any particular circumstances that might affect the candidate's life at Fay School?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

7. How would you describe the candidate's strengths and weaknesses?  
\_\_\_\_\_  
\_\_\_\_\_

8. What is the candidate's rank in his or her grade?

\_\_\_\_\_ top 10% \_\_\_\_\_ top 25% \_\_\_\_\_ top 50% \_\_\_\_\_ top 75% \_\_\_\_\_ bottom 25% \_\_\_\_\_ I do not know

9. How do you assess the candidate's potential for leadership?

\_\_\_\_\_ excellent \_\_\_\_\_ above average \_\_\_\_\_ average \_\_\_\_\_ below average \_\_\_\_\_ poor

10. How would you describe the candidate's character?

\_\_\_\_\_ completely trustworthy \_\_\_\_\_ usually dependable \_\_\_\_\_ questionable

11. Please describe the candidate's emotional control.

\_\_\_\_\_ very excitable \_\_\_\_\_ well balanced \_\_\_\_\_ repressed

12. Is the candidate courteous and mannerly in social situations?

\_\_\_\_\_ always \_\_\_\_\_ as a general rule \_\_\_\_\_ rarely \_\_\_\_\_ never

13. How do you regard the candidate's personality?

\_\_\_\_\_ very appealing \_\_\_\_\_ pleasing \_\_\_\_\_ dull \_\_\_\_\_ displeasing

14. Considering all aspects of this candidate, how do you recommend him/her for admission to Fay School?

\_\_\_\_\_ confidently \_\_\_\_\_ with reservation\* \_\_\_\_\_ do not recommend\* *(\*Please explain below.)*

15. In relation to others of the same age, please summarize your rating of this candidate.

\_\_\_\_\_ outstanding \_\_\_\_\_ good \_\_\_\_\_ fair \_\_\_\_\_ poor

Additional comments below:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Has the student ever been dismissed, suspended, placed on probation, or received other serious disciplinary sanctions?  Yes  No  
Has he or she withdrawn from school voluntarily for an extended period of time for other than reasons of health?  Yes  No  
If the answer to either or both of these questions is yes, please provide a full explanation on a separate piece of paper.

Name \_\_\_\_\_ Email \_\_\_\_\_

Employer \_\_\_\_\_ Title \_\_\_\_\_

Telephone \_\_\_\_\_ Years in education \_\_\_\_\_

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

May we contact you for further questions? Yes \_\_\_\_\_ No \_\_\_\_\_

Please send this completed form directly to Fay School's Office of Admission at 48 Main Street, Southborough, MA 01772.  
You may also submit via email to [admission@fayschool.org](mailto:admission@fayschool.org) or via fax to 508.481.7872.  
Thank you! The information you have provided on this candidate is confidential and will enable a more informed decision.



