

**THOMAS JEFFERSON HIGH SCHOOL FOR SCIENCE AND TECHNOLOGY ADMISSIONS
TEACHER RECOMMENDATION FORM INSTRUCTIONS
2011-2012 ADMISSIONS YEAR**

Dear Teacher/Educator:

The student that requested this letter of recommendation is a semi-finalist for admission to Thomas Jefferson High School for Science and Technology (TJHSST). TJHSST is a unique Fairfax County public school that was established "to provide an environment that will allow those [students] with the requisite skills and interest in mathematics, science, or technology to pursue higher levels of academic achievement in those areas in preparation for the pursuit of a mathematics, science, or technology focused profession."

(Fairfax County Public Schools Policy 3355.3) Please keep this policy in mind as you evaluate the applicant for purposes of admission to this specialized high school:

It shall be the policy of the Fairfax County School Board to operate a high school for science and technology for qualified [] students in order to provide increased educational opportunities for those who have demonstrated high achievement, aptitude, commitment, intellectual curiosity, and creativity in mathematics, science, and technology.

The School Board recognizes the importance of preparing future leaders in mathematics, science, and technology to address future complex societal and ethical issues. Diversity of the student body enhances the robust exchange of ideas and is an important factor in developing leaders who will be prepared to address future scientific and technological challenges. Diversity is broadly defined to include a wide variety of factors, such as race, ethnicity, gender, English for speakers of other languages (ESOL), geography, poverty, prior school and cultural experiences, and other unique skills and experiences. . . .

For more information about TJHSST, please see: www.TJHSST.edu.

Please complete both sides of the two-page teacher recommendation form. Provide your best assessment of this student based solely on your evaluation of the student in your classroom and/or in an activity you oversee. **It is especially important that you provide a narrative response to the first question on page 2, including detailed comments and examples of your observations of the applicant (not of the class or activity).** Such comments are vital for student selection. Additional *Guidelines for Writing Teacher Recommendations* are available through the TJHSST liaison counselor at your school or by following the instructions on the admissions website at www.TJAdmissions.org.

Instructions for Completing the Teacher Recommendation Form

- You must use an official 2011-2012 form to complete your recommendation. You may not submit personal letters or any other type of form.
- You must complete the recommendation form electronically.
- **All comments regarding the applicant must be completed only in the boxes provided on the official recommendation form. DO NOT provide any attachments. They will not be considered.**
- **Print, sign, and return the form to your middle school's liaison counselor by February 14, 2012** . If your school does not have a liaison counselor, please mail the form to TJ Admissions by February 14. Mail the form to: TJHSST Admissions Office, 8115 Gatehouse Road, Suite 2600, Falls Church VA 22042.
- Keep a copy of the completed form for your records.

Recommendation forms are due no later than February 14, 2012. If you have any questions, please contact the TJHSST liaison counselor at your school or call the admissions office at 571-423-3770. Thank you for your time and effort on behalf of the applicant.

-TJHSST Admissions Office

THOMAS JEFFERSON HIGH SCHOOL FOR SCIENCE AND TECHNOLOGY ADMISSIONS
TEACHER RECOMMENDATION (2011-2012)
CLASS OF 2016-WINTER ROUND

Applicant's Last Name:	Applicant's First Name:
Applicant's Present School:	Applicant's Present Grade Level:
Course I Taught Applicant: <input type="checkbox"/> Math <input type="checkbox"/> Science <input type="checkbox"/> Other _____ Course Taught in (Applicant's grade): <input type="checkbox"/> 7 th Grade (2010-2011) <input type="checkbox"/> 8 th Grade (2011-2012) <input type="checkbox"/> Other _____	
Please answer the questions below based on your observations of the student in your classroom.	
Does the student have the requisite skills and interest in mathematics, science, and/or technology to pursue higher levels of academic achievement in those subjects? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure	
Academic Achievement Does the student produce work that is consistently at or above academic level? <input type="checkbox"/> Yes, often <input type="checkbox"/> Yes, on occasion <input type="checkbox"/> Rarely Does the student perform well on topics that may not be of particular interest? <input type="checkbox"/> Yes, often <input type="checkbox"/> Yes, on occasion <input type="checkbox"/> Rarely	Communication Is the student effective at presenting his/her own ideas verbally? <input type="checkbox"/> Yes, often <input type="checkbox"/> Yes, on occasion <input type="checkbox"/> Rarely Is the student effective at presenting his/her own ideas in written form? <input type="checkbox"/> Yes, often <input type="checkbox"/> Yes, on occasion <input type="checkbox"/> Rarely
Motivation and Initiative Is the student eager to learn? <input type="checkbox"/> Yes, often <input type="checkbox"/> Yes, on occasion <input type="checkbox"/> Rarely Does the student go beyond the required assignment to resolve any unanswered questions? <input type="checkbox"/> Yes, often <input type="checkbox"/> Yes, on occasion <input type="checkbox"/> Rarely Is the student willing to take intellectual risks? <input type="checkbox"/> Yes, often <input type="checkbox"/> Yes, on occasion <input type="checkbox"/> Rarely	Collaborative Learning Does the student relate well to others when working collaboratively? <input type="checkbox"/> Yes, often <input type="checkbox"/> Yes, on occasion <input type="checkbox"/> Rarely Does the student contribute to the group process in a positive manner? <input type="checkbox"/> Yes, often <input type="checkbox"/> Yes, on occasion <input type="checkbox"/> Rarely Is the student open to the ideas of others? <input type="checkbox"/> Yes, often <input type="checkbox"/> Yes, on occasion <input type="checkbox"/> Rarely
Problem Solving Does the student actively look for and suggest solutions to problems? <input type="checkbox"/> Yes, often <input type="checkbox"/> Yes, on occasion <input type="checkbox"/> Rarely Does the student integrate complex information? <input type="checkbox"/> Yes, often <input type="checkbox"/> Yes, on occasion <input type="checkbox"/> Rarely Is the student aware of patterns and connections among ideas? <input type="checkbox"/> Yes, often <input type="checkbox"/> Yes, on occasion <input type="checkbox"/> Rarely	Personal/ Work Ethics Does the student demonstrate a high level of integrity in the classroom and in school? <input type="checkbox"/> Yes, often <input type="checkbox"/> Yes, on occasion <input type="checkbox"/> Rarely Is the student respectful of individual and cultural diversity? <input type="checkbox"/> Yes, often <input type="checkbox"/> Yes, on occasion <input type="checkbox"/> Rarely Is the student focused and self-directed? <input type="checkbox"/> Yes, often <input type="checkbox"/> Yes, on occasion <input type="checkbox"/> Rarely
Is the student's work product (check <u>all</u> that consistently apply)? <input type="checkbox"/> Well organized <input type="checkbox"/> Accurate <input type="checkbox"/> Thorough	

Applicant's Last Name:	Applicant's First Name:	Present School:
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Instructions: Please answer the following questions below. Provide detailed comments and examples in your responses. Such comments are vital for student selection. We welcome information that will help us differentiate this student from others. Please limit your comments to the spaces provided. Do not include any additional attachments. They will not be considered. Additional *Guidelines for Writing Teacher Recommendations* are available through the TJHSST liaison counselor at your school or by following the instructions on the admissions website at www.TJAdmissions.org.

The School Board recognizes the importance of preparing future leaders in mathematics, science, and technology to address future complex societal and ethical issues. Diversity of the student body enhances the robust exchange of ideas and is an important factor in developing leaders who will be prepared to address future scientific and technological challenges. Diversity is broadly defined to include a wide variety of factors, such as race, ethnicity, gender, English for speakers of other languages (ESOL), geography, poverty, prior school and cultural experiences, and other unique skills and experiences. . . . (Fairfax County Public Schools Policy 3355.3)

In your recommendation, please assess (1) the student's intellectual ability/achievements, and (2) his/her commitment to STEM studies and (3) whether and how this student's background, individual skills, and/or past experiences contribute to the diversity of TJHSST's community of learners. Please keep in mind that diversity is broadly defined as noted above. Please be sure your recommendation addresses all three of these topics.

Is there any additional information you would like to provide about this student? (optional)

Printed Name of Person Making Recommendation	Signature of Person Making Recommendation	Date: ____/____/2012
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Return this form to your school's liaison counselor. If you do not have a liaison counselor, mail to TJ Admissions, 8115 Gatehouse Road, Suite 2600, Falls Church, VA 22042.
KEEP A COPY FOR YOUR RECORDS.
 If you have any questions, please call the admissions office at 571-423-3770.
 Thank you for your time and effort on behalf of the applicant.