

**COMMON REFERRAL FORM**

*Please do not complete this form before December 1. Return form by January 15. The AIMS member schools abide by the policy that all information provided on the Common Referral Form will be held in the strictest confidence and will not, directly or indirectly, be shared with students, parents or guardians.*

Name of Student \_\_\_\_\_ Current School \_\_\_\_\_ Present Grade Level \_\_\_\_\_

My position at the school is \_\_\_\_\_ (if a teacher, please note your subject area).

Textbook(s) \_\_\_\_\_ Placement?  honors  standard  \_\_\_\_\_

I have known this student for \_\_\_\_\_ years, \_\_\_\_\_ months. Attendance is (please check one)  regular  not regular.

The first words that come to mind when I think of this student are \_\_\_\_\_.

**Academic Ability**

*Outstanding      Above Average      Average      Below Average*

Verbal ability				
Mathematical ability				
Creative ability				
Intellectual curiosity				
Ability to grasp new concepts				

*Please comment on this child's academic strengths and weaknesses.*

**Classroom Performance**

*Outstanding      Above Average      Average      Below Average*

Classroom achievement				
Participation in discussions				
Writing mechanics				
Quality of written ideas				
Oral expression				
Work habits				
Ability to follow directions				
Preparation for class				

*Please comment on this child's learning style. Please also note any special needs and any observed discrepancies between academic ability and classroom performance.*

**School Behavior**

*Outstanding      Above Average      Average      Below Average*

Motivation				
Ability to work in a group				
Ability to work independently				
Response to suggestions and corrections				
Willingness to seek needed help				
Attention span				
Interaction with peers				
Respect to others				
Conduct				

*Please comment on any noteworthy aspect of the student's school behavior.*

**Personal Abilities**

*Outstanding      Above Average      Average      Below Average*

Maturity for grade  
Maturity for age  
Perseverance  
Self-confidence


*Please comment on this student's social and emotional development.*

***Please circle the words that describe this student***

aggressive	passive-resistant	responsible	organized	assertive	passive
irresponsible	self-disciplined	follower	social	popular	distractible
overprotected	loner	energetic	distracting	positive leader	articulate
disobedient	confident	negative leader	perfectionist	manipulative	motivated
humorous	vivacious	restless	conscientious	anxious	cheerful
self-centered	compassionate	honest	irritable	easily discouraged	dishonest
impulsive	easily frustrated	kind	other _____		

*Please note any special attributes of this student that would help us to better understand him or her (e.g., English as a second language, special talent in arts or athletics, etc.).*

*Please comment on the student-parent relationship.*

*Please describe the parents' relationship with teachers and the school.*

Would you be willing to discuss this child by telephone if we have further questions?     Yes     No

Is there information about this child that would be better communicated by telephone?     Yes     No

Evaluator's Name (printed) \_\_\_\_\_ Signature \_\_\_\_\_

Position \_\_\_\_\_ Date \_\_\_\_\_

E-mail address \_\_\_\_\_ Telephone Number \_\_\_\_\_

**For a School Administrator**

Has the family satisfied all financial obligations to your school?     Yes     No    Initials \_\_\_\_\_

*(Many AIMS schools will not enroll a student until the family has met all financial obligations to the school previously attended by the student.)*