



# Island Pacific Academy Teacher Reference Report

## To the Parent or Guardian

- Please type or print the information requested on the first line of the reverse side of this form.
- Please complete and sign the statement of consent below prior to giving this form to your child's teacher. The information on the *Teacher Reference Report* is **strictly confidential** and is used only for admission purposes.

I hereby give my permission to release the information that is requested on the

*Teacher Reference Report* regarding my child,

\_\_\_\_\_ ,  
for the purpose of admission to Island Pacific Academy.

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date

Please provide each teacher with a stamped envelope addressed to:

Island Pacific Academy  
Director of Admission  
909 Haumea Street  
Kapolei, HI 96707

*This form should be mailed directly by the teacher to Island Pacific Academy.*

## To the Teacher

We sincerely appreciate your willingness to complete the *Teacher Reference Report* for this student, who is an applicant for admission to Island Pacific Academy. Island Pacific Academy, an independent, coeducational school for students in Pre-Kindergarten through high school, offers a challenging college preparatory education in an enriched, nurturing environment.

Your professional observations of this student are important to us, and are part of the criteria used in considering his/her application. Please know that any information you share will be held in **strictest confidence**.

- Please mail this evaluation directly to the Admission Office between **December 1 and February 1**. If you receive this form after the above dates, please return it as soon as possible.
- If you would like to add additional comments about the student, please attach a separate sheet.
- Should you have any questions, please contact Megan Rolland, Director of Admission, at (808) 674-3567.

*We thank you in advance for the help your comments will provide.*

## HAWAII ASSOCIATION OF INDEPENDENT SCHOOLS

### Common Teacher Reference Report – Grades Pre K-1

Applicant's Name \_\_\_\_\_ Grade Applying \_\_\_\_\_  
Last First Middle

Class Size \_\_\_\_\_ School hours \_\_\_\_\_ With teacher since \_\_\_\_\_  
(month / year)

Does your school issue report cards/progress reports?  Yes  No

Please check (✓) the appropriate descriptor on this continuum. If not applicable, mark NA

Social and Emotional Behavior	Beginning	With teacher support	Growing independence	Consistent and independent
Works and plays cooperatively	•	•	•	
Works independently	•	•	•	
Accepts responsibility	•	•	•	
Exhibits self-control	•	•	•	
Is able to relate to adults	•	•	•	
Shows good attention span	•	•	•	
Work Habits and Attitudes	Beginning	With teacher support	Growing independence	Consistent and independent
Shows initiative	•	•	•	
Listens attentively	•	•	•	
Follows directions	•	•	•	
Completes assigned tasks	•	•	•	
Cares for materials	•	•	•	
Shows an active interest in classroom activities	•	•	•	
Learning Readiness	Beginning	With teacher support	Growing independence	Consistent and independent
Articulates appropriately for age	•	•	•	
Uses an adequate vocabulary	•	•	•	
Listens to and enjoys stories read to him/her	•	•	•	
Recalls specific story details	•	•	•	
Recalls main idea of a story	•	•	•	
Recognizes differences in sizes, shape and quantity	•	•	•	
Recognizes rhyming sounds	•	•	•	
Understands and uses number vocabulary	•	•	•	
Counts objects	•	•	•	
Small muscle coordination	•	•	•	

We appreciate additional observations about this applicant. \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Print or Type Name \_\_\_\_\_ Signature \_\_\_\_\_

(Indicate:  Teacher or  Administrator)

School \_\_\_\_\_ School Phone # \_\_\_\_\_ Date \_\_\_\_\_

*All HAIIS schools accept this common form. Check the reverse side for date that completed form is due.*