

DEAN OR ADMINISTRATOR RECOMMENDATION FORM

San Mateo Union High School District

Student's Name:	Student Number:
School:	Year in School:
Recommending Dean/Admin:	How long have you known the applicant?
Dean's or Administrator's Signature:	

The above student is applying for the San Mateo Middle College program at the College of San Mateo for next semester. Students enrolled in this program, seniors and juniors from the San Mateo Union High School District, will attend CSM, taking high school-level English and social science classes. They complete their schedule with college courses. Your responses are valuable in helping the Middle College staff to identify which students will benefit from and succeed in the program.

Students in the program need to have demonstrated responsible and respectful behavior on a high school campus.

Please check any discipline issues that apply to this student and attach a discipline report:

No disciplinary issues

- Excessive tardies
- Excessive absences (excused and unexcused)
- Disruptive in classroom
- Disruptive at school functions
- Frequently sent to Dean's or AP's office
- Vandalism, including graffiti
- Clothing infractions

- Smoking on campus
- Defiance
- Leaving campus without authorization
- Fighting on campus or at school function
- Failing to serve assigned detentions
- Harassment
- Other

Please write about any or all of the comments marked above (use back of form if necessary):

Has the student previously been expelled from a district high school? _____ If so, why and when? _____

Has the student previously been suspended from your school or previous high schools? _____

If so, why and when? (If numerous offenses, list the most recent) _____

Please write other comments to help us accurately assess this student's qualifications (use back of form if necessary):

NOTE: The student may have the opportunity to see this report. Should you have any questions or wish to speak to a Middle College staff member, call the Middle College office. The San Mateo Middle College selection committee appreciates your time and effort.

Please return this form to the student's guidance counselor _____