

**Applicant Information (please print or type)**

Applicant's Last Name (family)	First Name (given)	Middle Name
**IMPORTANT: Please spell name(s) exactly as spelled on passport**		
Date of Birth	E-mail address	

**School Official Information**

Counselor's Last Name (family)	First Name (given)	Position/Title	
Official Name of School	Telephone		
Street Address	Email		
City	State/Region	Country	Postal/Zip Code

**Applicant should complete the following:**

<b>WAIVER OF ACCESS</b>	
<p>Under the Family Education Rights and Privacy Act of 1974 (Buckley Amendment), which gives registered students the right to inspect and review their educational records, students may waive the right to see specific confidential statements and letters of recommendation. In the belief that applicants, and the persons from whom they request recommendations, may wish to preserve the confidentiality of those recommendations, we are giving you an opportunity to sign one of the following statements.</p>	
<input type="checkbox"/> I waive access to this report, which shall therefore be considered confidential. <input type="checkbox"/> I do not waive access to these reports.	
Date	Student Signature

**TO THE CANDIDATE:** After you have completed all the information above, please forward this form to your principal, headmaster, or college advisor.

**TO THE PRINCIPAL OR COLLEGE ADVISOR:** This student is applying for admission to Georgetown University in Qatar for 2019. A timely, complete, and candid report from the candidate's school is essential to ensure fair consideration. We therefore ask for careful ratings of and comments about the character and ability of the applicant by a school official who knows the student well.

**DEADLINE:** Please complete and submit this report as soon as possible after you receive it and in any case not later than February 1, 2019. Late filing of this report will make careful consideration more difficult.

**RANK IN CLASS:** It is helpful to include in your report a statement of the applicant's rank in class and how it is determined. If the school policy prohibits ranking, please clearly indicate this and provide GPA, grade distributions for the class or other profile information that will assist in evaluating the academic achievement of the applicant.

**THE TRANSCRIPT:** A transcript (grade report) is required, *for all the high school years the candidate has been a student at your school.* You may send us any legible transcript form which your school currently uses. The transcript should provide at least information about courses taken, year taken, grades, courses failed or repeated, courses currently in progress, honors, accelerated and Advanced Placement courses or sections, a brief explanation of your grading system, test results (such as PSAT/NMSQT, IGCSE, GCSE, Thanawiyya Amma, SAT R, ACT, TOEFL, and / or IQ), Rank in Class, and Cumulative GPA. ***Original transcripts – as well as official English translations, if necessary – must be submitted, directly from the school, in sealed envelopes.***

**MAILING INSTRUCTIONS:** Please return the completed form to:  
Admissions Office, Georgetown University in Qatar,  
P.O. Box 23689, Georgetown Building, Education City,  
Doha, STATE OF QATAR

**Academics**

Class Rank \_\_\_\_\_ Class Size \_\_\_\_\_

If precise rank is not available, please indicate rank to the nearest decile (*e.g., student is in top 10, top 20, etc. students*) \_\_\_\_\_.

Candidate's grade point average (GPA) \_\_\_\_\_ covering the period from \_\_\_\_\_ to \_\_\_\_\_  
(month, year) (month, year)

Is the GPA weighted  or unweighted ?

What is the highest grade point average (GPA) in the applicant's class? \_\_\_\_\_

In comparison with other college preparatory students at your school, the applicant's course selections are:

most demanding       very demanding       demanding       average       below average

**Evaluation**

How long have you know the application, and in what context?

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Has the applicant ever been found responsible for a disciplinary violation at your school from the 9<sup>th</sup> grade forward, whether related to academic misconduct or behavioral misconduct, that resulted in a disciplinary action? These actions could include, but are not limited to: probation, suspension, removal, dismissal, or expulsion from your institution.

Yes       No       School policy prevents me from responding

If Yes, please provide the approximate date of each incident and explain the circumstances

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To your knowledge, has the applicant ever been adjudicated guilty or convicted of a misdemeanor, felony, or other crime? Please note: You are not required to answer yes to this question if the criminal adjudication or conviction has been expunged, sealed, annulled, pardoned, destroyed, erased, impounded, or otherwise ordered to be kept confidential by a court.

Yes       No       School policy prevents me from responding

If Yes, please provide the approximate date of each incident and explain the circumstances

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

**Ratings**

	No basis	Below average	Average	Good (above average)	Excellent (top 10%)	Outstanding (top 5%)	One of the very best encountered in my career
Academic Achievement							
Academic Motivation							
Extracurricular Accomplishments							
Personal Qualities & Character							
Concern for Others							
Initiative/Independence							
Faculty Respect							
Reaction to Setbacks							
Overall Ratings							

**I recommend this applicant:**

- no basis     
  with reservations     
  fairly strong     
  Strongly     
  enthusiastically

**Letter of Recommendation**

In the space below, please provide additional comments about this student, including any academic and personal characteristics. Alternatively, you may attach a reference written by another school official who is better able to describe the students.

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**Please enclose official High School Transcript**

**Name** \_\_\_\_\_ **Signature** \_\_\_\_\_ **Date** \_\_\_\_\_