



Office of Admissions
Massachusetts Institute of Technology
Room 3-108
77 Massachusetts Avenue
Cambridge, MA 02139-4307
(617) 253-4791

 Last/Family name

 First/Given name

 Middle initial

 Date of birth (Month / Day / Year)

 High school now attending

Secondary school report

Early Action

All materials postmarked by November 1.

Regular Action

All materials postmarked by January 1.

TO THE APPLICANT

Sign your name below *only* if you agree to voluntarily waive your right of access to review this recommendation.

 Signature

 Date

TO THE PRINCIPAL OR GUIDANCE COUNSELOR

The student named above has applied for admission to MIT. A full and candid report from the school is an integral part of the application. Therefore, listed below are the three basic forms we would like you to provide. Please complete and send them directly to MIT by November 1, if the applicant has requested Early Action, or by January 1 for Regular Action.

A. Student Profile: Please complete the student profile on the reverse side. If school regulations preclude disclosure of certain information, indicate that such is the case next to all affected questions.

B. Transcript: Please attach a copy of the applicant's most recent transcript including:

- a) subjects taken, year taken and grades
- b) subjects failed or repeated
- c) subjects in progress
- d) test results, such as CB or ACT (Please note, these results do not substitute for official score reports)

C. Summary and Recommendation: Attach an appraisal, assessing personal and academic qualities that may be indications of promise as a college student. We are seeking a complete picture. It should include both strong and weak points, general qualities of maturity, independence and character, as well as more specific details like goals and aspirations, special talents and the things that arouse the student's enthusiasm. Ultimately, we must compare all of our applicants and try to choose those who will find MIT's challenges most satisfying.

It is our hope that you will write candidly. We think the process of mutual selection by college and student can be greatly enhanced if you discuss openly with the applicant your perceptions of his or her match with MIT as you prepare to fill out this form. We are required under the Family Education Rights and Privacy Act (Buckley Amendment) to make your comments available to the student only if he or she subsequently enrolls at MIT and has not signed the waiver above.

Please explain in your summary if the record is not a true index of the student's ability. We are particularly interested in understanding any outside circumstances which have interfered with his/her academic achievement (e.g., illness, excessive involvement in extracurricular activities, term-time employment, difficult home situation, an overshadowing sibling, etc.).

Feel free to contact the Office of Admissions with any questions. Thank you for your time and effort in evaluating this student and aiding us in our decision.

Secondary school report

ACADEMIC RECORDS

Describe the level of difficulty of the subjects taken by the applicant by checking the appropriate box for each subject area. In addition, indicate the areas in which your school offers Advanced Placement or International Baccalaureate courses.

☐ Check here if no Advanced Placement or International Baccalaureate courses are offered.

AP/IB courses are offered		Most advanced level of subject taken by student					
		Regular	Enriched or accelerated	Advanced Placement	International Baccalaureate	Other (please specify)	
<input type="checkbox"/>	English	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	Social studies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	Foreign languages	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	Mathematics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	Biology	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	Chemistry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	Physics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	Computer science	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____

What is the student's GPA? _____ **The highest GPA in the student's class?** _____ The highest possible GPA? _____

This student ranks _____ in a class numbering _____. How many students share this rank? _____

Is the rank weighted or adjusted for certain courses? ☐ Yes ☐ No If precise rank is not available, please indicate rank to the nearest decile: _____

In comparison to other students at the high school, this student's curriculum is: ☐ Average ☐ Demanding ☐ Very Demanding ☐ Most Demanding

Approximately _____% of our graduates expect to attend four-year colleges; _____% two-year colleges.

CHARACTER AND PERSONALITY

Your acquaintance with the applicant: ☐ know only through records ☐ see from time to time ☐ know well

The main factor(s) contributing to respect accorded by peers seem(s) to be:

☐ accomplishment in activities ☐ superiority in studies ☐ success in athletics ☐ interest in other students ☐ leadership in activities ☐ personality

The main factor(s) contributing to any lack of peer respect seem(s) to be:

☐ superiority in studies ☐ lack of interest in other people ☐ manners, personal habits ☐ conceit ☐ other (specify) _____

Has this student ever been dismissed, suspended or placed on probation for an extended period of time, or incurred serious disciplinary action?

☐ Yes ☐ No If yes, please explain on a separate sheet of paper.

Do you have any reservations about the candidate's integrity? ☐ Yes ☐ No If you do, please explain in your summary.

How would you compare the applicant to other students at your school who are planning to attend college?

	Below average	Average	Good (above average)	Excellent (top 10%)	Outstanding (top 5%)	One of the top few encountered in my career
Academic Achievement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Personal Qualities and Character	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Extracurricular Accomplishments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
How strongly do you recommend this student for MIT:	<input type="checkbox"/> With reservation	<input type="checkbox"/> Fairly strongly	<input type="checkbox"/> Strongly	<input type="checkbox"/> My strongest recommendation		

Print name _____ Phone number _____ Ext. _____

High school _____ Email _____

Signature of evaluator

Date

Thank you for your time and effort. Please feel free to contact our office if you have any questions.