Secondary School Record and Recommendation

(To be completed by the appropriate Secondary School official. If you attended more than one school, please duplicate both sides of this form for each additional school.)

Please make sure that your counselor or secondary school principal/director/adviser fills out the information required below in addition to providing official copies of your transcript of grades for years 10 and 11 and send directly to

Office of Admissions, College Hall
American University of Beirut
PO Box 11-0236
Riad El Solh 1107 2020
Beirut, Lebanon

It must be received at the Office of Admissions by the deadlines indicated in this application form.

Incomplete applications (missing grades) will not be considered for admission after end of March 2013, for fall 2013–14 admission.

Further Instructions

- The name of the applicant should be spelled on this form exactly as it is spelled on the applicant’s application form.
- An application for admission is incomplete until the official transcripts of the applicant’s grades 10 and 11 are received at the Office of Admissions.

1. Name of applicant: __________________________ / __________________________ / __________________________
   Last First Middle (or father’s name)

2. Name and address of secondary school:
   Name:__________________________________________________________
   __________________________ / __________________________ / __________________________
   Building/Floor / Street / Nearby
   __________________________ / __________________________ / __________________________ / __________________________
   PO Box / Area/Caza / City / State / Zip Code / Country
   Telephone (home): _______ / _______ / _______ Fax: _______ / _______ / _______
   Country code / Area code / Number / Country code / Area code / Number

   Email address: ____________________________________________@

3. Dates of student’s attendance at this school: from __________________________ to __________________________

4. Government or private secondary school certificate the applicant holds or is expected to receive:
   _____________________________________________________________
   _____________________________________________________________
   _____________________________________________________________
   _____________________________________________________________
   _____________________________________________________________

(Please turn over)
5. In each of the following columns, please report the class, academic year and averages during the first and second secondary years, (or sophomore and junior years, or seconde and baccalauréat 1ère partie years). Students who change schools during their secondary education should submit separate records/recommendations from those schools. **Grades should be reported according to the grading system of the secondary school concerned.**

Name: __________________________ Language of instruction: __________________________

<table>
<thead>
<tr>
<th>Academic Year ______ / ______</th>
<th>Academic Year ______ / ______</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Secondary (or grade 10)</td>
<td>Second Secondary (or grade 11)</td>
</tr>
<tr>
<td>Passing grade</td>
<td></td>
</tr>
<tr>
<td>Average of the class</td>
<td></td>
</tr>
<tr>
<td>Average of the applicant</td>
<td></td>
</tr>
<tr>
<td>Applicant’s rank in class</td>
<td></td>
</tr>
<tr>
<td>Number of students in class</td>
<td></td>
</tr>
</tbody>
</table>

**NOTE:**
- **AVERAGE, RANK, and NUMBER OF STUDENTS IN CLASS** must be provided, otherwise the chances of admission may be jeopardized.
- Official copies of transcripts of grades for years 10 and 11 should be provided with this form.

6. This student’s chances of success in university work are, check one:
   - Excellent
   - Good
   - Fair
   - Poor

7. Additional remarks—please check here if added on separate sheet:

   Date __________________________ / Name of high school official (in block letters)____________________________

   Seal of School __________________________ / Title __________________________

   Signature __________________________