



Diocesan Boys' School Primary Division

Recommendations / Reference Letter Request Form (R2)

Student's Name: _____

Current Class: _____

Please fill out the items in descending order starting from those in the most recent year.

1. ACADEMIC ACHIEVEMENTS

Code	Year	Class	Event/Achievement/Award	Position	Teacher-in-charge
A1					
A2					
A3					
A4					
A5					
A6					
A7					
A8					
A9					
A10					

2. MUSIC ACHIEVEMENTS

Code	Year	Class	Event/Achievement/Award	Position	Teacher-in-charge
M1					
M2					
M3					
M4					
M5					
M6					
M7					
M8					
M9					
M10					

3. SPORTS ACHIEVEMENTS

Code	Year	Class	Event/Achievement/Award	Position	Teacher- in-charge
S1					
S2					
S3					
S4					
S5					
S6					
S7					
S8					
S9					
S10					

4. OTHER ACHIEVEMENTS (drama, community service, etc.)

Code	Year	Class	Event/Achievement/Award	Position	Teacher-in-charge
OA1					
OA2					
OA3					
OA4					
OA5					
OA6					
OA7					
OA8					
OA9					
OA10					

Additional Notes

*Please return the completed form with photocopies of your child's certificates, etc.

*Copies of certificates should be arranged in the same order listed above.

*Each copy of your child's certificates should be labeled on the top right hand corner with the corresponding code given on the above tables (e.g. A1, A2, M1, M2, etc.)