

University of Houston- Clear Lake

Center for Educational Programs

Confidential School Information

_____ has been referred to the Center for Educational programs for tutoring. As his teacher, you must be concerned over his/her educational progress and you are familiar with his classroom performance. Consequently, the following information from you will be extremely helpful in our endeavors. Detailed information that you furnish to us will be held in strictest professional confidence. Below is the signature of parent or guardian authorizing you to forward the requested information.

Signature of Parent or Guardian

TEST RESULTS: Achievement, aptitude, special testing (*please give complete and specific information regarding test scores.*)

As part of the requirement for admittance into the reading clinic, students need to provide documentation of reading and/or writing scores. Examples of tests: DRA, Informal Reading Inventory, Benchmark tests, STAAR scores, etc.

Name of Test

Date Given

Results

Comments:

SCHOOL PERFORMANCE:

Prior Year in School

Subject

Overall Grades

Comments:

Current Instruction:**Reading -Form**

Skills	Yes	No
Understanding of material heard		
Following oral instructions		
Visual analysis of words		
Auditory analysis of words		
Solving words by sounding syllables		
Getting meaning from context		
Attacking unfamiliar words		
Spelling ability		
Comprehension in oral reading		
Speed of oral reading		
Word and phrase meaning		
Comprehension in silent reading		
Unaided story recall		
Critical reading		
Following written instructions		
Attention and persistence		
Skimming and locating information		
Organization of ideas		
Use of tables, charts, etc.. in instructional material		
Taking notes; outlining		

Written Expression-Form

Skills	YES	NO
The student writes complete sentences		
Sentences have grammar/structure errors		
Student-made multiple spelling errors		
Most errors were phonetic		
Most errors were non-phonetic		
Transposed words within sentences		
The student tends to omit word endings		
Letter formation is slow and labored		
The student responds/Writes slowly		
The student writes quickly without planning		
Spacing between letters was too close or too far away		
Letter formation is difficult to read		
Errors reflect incorrect orthographic representation		

Math Skills-Form

Skills	YES	NO
Math Computation <ul style="list-style-type: none">• Rounding• Adding• Subtracting• Decimals• Fractions• Probability• Number Concepts		
Math Fluency <ul style="list-style-type: none">• Timed tests		
Problem Solving <ul style="list-style-type: none">• One step problem• Two-step problem		
Math Concepts <ul style="list-style-type: none">• Geometry• Measurement• Algebra		
Math Applications <ul style="list-style-type: none">• Purchase transactions• Time• Data Investigation		

Summary:

1. What strengths has this student exhibited in school?
2. What areas of school performance need improvement?
3. In what special programs is this student participating this year? In past years?

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Signature

Title

Return to:

Center for Educational Programs-Diagnostic Testing

University of Houston-Clear Lake

2700 Bay AF a Blvd. MC270

Houston, TX 77058

CEP@uhcl.edu