



4324 Old Sta. Mesa, Manila

PAASCU ACCREDITED

GUIDANCE AND COUNSELING CENTER INTERVIEW CHECKLIST FOR GRADE 4 – GRADE 12

Date: _____

NAME: _____

Date of Birth: _____

Age: _____

School Last Attended: _____

Applying for: Gr.4 Gr. 5 Gr. 6 Gr. 7 Gr. 8 Gr. 9 Gr. 10 Gr. 11 Gr. 12

Specify Track/Strand _____

PERSONAL INFORMATION:

RELIGION: _____

TALENT/S: _____

SPORTS: _____

MENTAL ASPECTS:

Subject/s that S/He finds easy: ` _____

Subject/s that's/He finds difficult _____

- | | |
|---|---|
| <input type="checkbox"/> Has good grades (No line of 7) | <input type="checkbox"/> Got line of 7 in most of his/her subjects |
| <input type="checkbox"/> Has three or more absences | <input type="checkbox"/> Has three or more tardiness |
| <input type="checkbox"/> Can converse well in English | <input type="checkbox"/> Needs to improve his/her English communications skills |
| <input type="checkbox"/> Active in extra-curricular activities | |
| <input type="checkbox"/> Member of a certain organization (Pls. Specify: _____) | |
| <input type="checkbox"/> Awards received (Pls. Specify: _____) | |

SOCIAL ASPECTS:

- | | |
|---|--|
| <input type="checkbox"/> Loves to mingle with his/her classmates | <input type="checkbox"/> Prefers to be alone |
| <input type="checkbox"/> Doesn't have difficulty in socializing with others | |

BEHAVIORAL OBSERVATION:

- | | |
|---|---|
| <input type="checkbox"/> The applicant expressively shares his/her thoughts | <input type="checkbox"/> The applicant seems to be passive during the interview |
| <input type="checkbox"/> Manage eye to eye contact | <input type="checkbox"/> No eye to eye contact |
| <input type="checkbox"/> Unnecessary movements were noticed | |
| <input type="checkbox"/> Committed violation/had behavioral cases (Pls. Specify: _____) | |

OTHER COMMENTS: _____

Evaluated by:

Signature over Printed Name

SUGGESTED QUESTIONS FOR INTERVIEW

Pre School (toddler Nursery 2 & Kindergarten)

1. What is your name?
2. How old are you?
3. Where do you live?
4. What is your favorite color?
5. Can you tell me what shape is this?
6. Can you recite the alphabet? Can you tell me what letter is this?
7. Can you count? Can you tell me what number is this?
8. Do you have a sister or brother?
9. Who is your favorite cartoon hero/character?

Primary (Grade 1 to 3)

1. What is your name?
2. How old are you?
3. Where do you live?
4. What do you want to be when you grow up?
5. What are your hobbies?
6. What do you like to eat?
7. Who is your favorite cartoon hero/character?

Intermediate (Grade 4 to 6)

1. Tell me about yourself.
2. Why do you want to come to this school?
3. What subject/s that you find easy? How about difficult?
4. What is your favorite activity?
5. Can you tell me what keeps you happy?
6. What do you want to be when you grow up?

High School (Grade 7 to 12)

1. Tell me about yourself
2. Do you know anything about our school? What do you know about our school/feedbacks?
3. What subject/s that you find easy? How about difficult?
4. What are things that you like to do at home?
5. What do you like to do when you are not studying?
6. Can you tell me about your family?
7. What is your favorite sports?
8. Can you share with me your unforgettable experience with your previous school?
9. Tell me your two strengths and weaknesses (positive/negative attitude)



4324 Old Sta. Mesa, Manila

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**GUIDANCE AND COUNSELING CENTER
INTERVIEW CHECKLIST FOR PRIMARY LEVEL**

Date: _____

NAME: _____

Date of Birth: _____

Age: _____

Applying for: Grade 1 Grade 2 Grade 3

School Last Attended: _____

INSTRUCTION: Kindly rate the applicant's performance according to the criteria below. Check the appropriate description for your rating:

	E	VG	G	F	P
I. Reading & Comprehension Skills					
a. Three-letter word/CVC Word	___	___	___	___	___
b. Cluster	___	___	___	___	___
c. Phrases	___	___	___	___	___
d. Sentences	___	___	___	___	___
e. Paragraph (Both English & Filipino)	___	___	___	___	___
II. Behavioral Observations					
a. Takes interest in activity	___	___	___	___	___
b. Works independently	___	___	___	___	___
c. Exercise self-control	___	___	___	___	___
d. Responsive	___	___	___	___	___
e. Unnecessary movements'	___	___	___	___	___
f. Eye to eye contact	___	___	___	___	___
III. Recommendation					
a. Summer Reading Program	___	___	___	___	___
b. Bridge Program	___	___	___	___	___
c. Tutorial	___	___	___	___	___
d. Pre-encounter Program	___	___	___	___	___

OTHER SIGNIFICANT EVALUATION/OBSERVATION: _____

Evaluated by:

Signature over Printed Name

-Picks up objects with thumb and index finger	MATERIAL: pencil Place a pencil in front of the child. Credit if the child uses the tips of his thumb and index to pick up the pencil.		
-Scribbles spontaneously	MATERIALS: paper, pencil or crayon Place a paper and pencil/crayon on the table and ask the child to draw anything he wants without showing him what to do.		
-Scribbles vertical and horizontal lines	MATERIALS: paper, pencil or crayon Place a paper and pencil/crayon on the table and ask the child to draw vertical and horizontal lines after you have demonstrated to him/her. Credit if the child produces a vertical or horizontal line that is at least 2 inches long and does not divided. The lines may be wavy but not broken.		
-Draws circle purposely	MATERIALS: paper, pencil or crayon Place a paper and pencil/crayon on the table and ask the child to draw a circle or a ball after you have demonstrate it. Credit if the child produces any curve that is closed or nearly closed.		
	TOTAL SCORE		

SELF-HELP DOMAIN

	PROCEDURE	PRESENT	COMMENTS
-Feeds self-using spoon and fork	<i>Parental report will suffice</i>		
-Eats without need for spoon feeding during any meal	<i>Parental report will suffice</i>		
-Participates when being dressed (e.g. raises arms or lifts leg)	<i>Parental report will suffice</i>		
-Informs adult of need to urinate (pee) or move bowels (pooh-pooh) so he can be brought to a designated place (e.g. CR)	<i>Parental report will suffice</i>		
-Goes to the designated place to urinate or move bowels.	<i>Parental report will suffice</i>		
	TOTAL SCORE		

RECEPTIVE LANGUAGE DOMAIN

	PROCEDURE	PRESENT	COMMENTS
-Points to family member when asked to do so	Ask the child to point his mother/guardian or caregiver. <i>Credit if he does so</i>		
-Points to 5 body parts on himself/herself when asked to do so	Have the child point to his eyes, nose, mouth, hands and feet. <i>Credit if he can point to all these.</i>		

-Points to 5 named pictured objects when asked to do so	Show the child a picture book (one picture per page) and ask him/her to point to the picture by saying..."Where's the _____? <i>Credit if the child can use his finger to point to at least 5 pictures.</i>		
-Follows one-step instructions that include simple prepositions (e.g. in, on, under, etc)	MATERIAL: block/toy Ask the child to put a block/toy under the table, on the table or in the bag. <i>Do not point or use gestures when giving the instructions. Credit if the child is able to follow at least one of the instructions.</i>		
-Points to 3 action words	MATERIAL: action words picture cards Ask the child to get a picture by saying...Where's the picture that shows _____? <i>Credit if the child can identify at least 3 action words.</i>		
TOTAL SCORE			

EXPRESSIVE LANGUAGE DOMAIN

	PROCEDURE	PRESENT	COMMENTS
-Uses 5-20 recognizable words	Ask the caregiver if the child can clearly say 5-6 words aside from mama and papa. This will be the minimum number.		
-Uses pronouns (e.g. I,me,ako,akin)	<i>Parental report will suffice</i>		
-Uses 2-3 words verb-noun combinations (e.g. hingi gatas)	<i>Parental report will suffice</i>		
-Names objects in pictures	MATERIALS: picture book Show the child a picture book, point to an object in the book, and then ask him to name this (e.g. "Ano ito? What is this? <i>Credit if the child can say the correct name of at least 4 objects</i>		
-Asks "what" questions	Ask: What is your name? What color is this? What is your favorite food? <i>Credit if the child answers at least 3 what questions.</i>		
TOTAL SCORE			

COGNITIVE DOMAIN

	PROCEDURE	PRESENT	COMMENTS
-Looks at direction of fallen object	MATERIAL: ball/any object With the child seated, get his/her attention and drop the ball/object in front of him/her. Then observe if		

	his/her eyes look down as it falls. <i>Credit if the child can bring his/her eyes and head down as the object falls.</i>		
-Matches 2-3 colors	MATERIALS: 3 pairs of crayons (blue, red, yellow) Place the 3 crayons (blue, red & yellow) on the table. Give the other 3 crayons (blue, red & yellow) then say, "Put each object on the one that is just like it" <i>Credit if the child can match the colors.</i>		
-Matches pictures	MATERIALS: 3 pairs of picture cards (e.g. Pictures of an apple, orange banana) Place on copy of each picture on the table. Give the child the other pictures arranged in random order then say, "Put each picture on the one that is just like it" <i>Credit if the child can match all the pictures correctly.</i>		
-Points to left and right sides of body	Sit across the child and ask "Show me your left hand" Do the same for the following: Right hand, left foot, right knee, left shoulder, right eye, right knee, left leg. Credit if the child can correctly point out the left and right side on at least 5 body parts as requested.		
-Matches upper and lower case letters	MATERIAL: Alphabet card with upper and lower case letters		
	TOTAL SCORE		

SOCIAL-EMOTIONAL DOMAIN

	PROCEDURE	PRESENT	COMMENTS
-Enjoy watching activities of nearby people or animals	<i>Parental report will suffice</i>		
-Using terms like "po" and "opo"	<i>Parental report will suffice</i>		
-Shares toys with others	<i>Parental report will suffice</i>		
-Waits for his/her turn	<i>Parental report will suffice</i>		
-Cooperates with adults and peers in group situations to minimize quarrels and conflicts	<i>Parental report will suffice</i>		
	TOTAL SCORE		

Other Significant Evaluation/Observation: _____

- _____ Gross Motor Domain
 _____ Fine Motor Domain
 _____ Self-Help Domain

- _____ Receptive Language Domain
- _____ Expressive Language Domain
- _____ Cognitive Domain
- _____ Social-Emotional Domain

RECOMMENDATION: _____

Evaluated by:
