

Teacher Recommendation Form for IB and AICE Applicants

Students applying for the AICE or IB programs must have four academic teacher recommendations which include one each from math, science, language arts and social studies. After completing the first 3 lines, student applicants are to provide a copy of this form to each teacher with as much advanced notice as possible before the Academy Application deadline. Completed teacher recommendation forms are not to be returned to the student but should be submitted to the receiving school by the teacher recommenders (see instructions below).

Student Name (please print): _____ Current School _____

Teacher Name (please print): _____ Subject: _____

Circle the name of the program and school for which this student is applying:

IB/Nease

IB/Pedro Menendez

AICE/St. Augustine

AICE/Beachside

TEACHER RATINGS

The student above is applying for admission into IB or AICE. Using the following scale, please indicate the frequency with which this student demonstrates the characteristics below in your classroom.

4 – Always

3 – Usually

2 – Sometimes

1 – Seldom

0 – Never

_____ A) Student completes and submits assignments on time

_____ B) Student is able to work collaboratively within a group setting

_____ C) Student performs well on classroom assessments

_____ D) Student's work demonstrates advanced proficiency in writing

_____ E) Student attends school on a regular basis

_____ F) Student demonstrates self-advocacy skills

_____ G) Student participates actively in class discussions

_____ H) Student demonstrates organizational skills (binders, notebook, planner, etc.)

_____ I) Student's overall academic performance demonstrates a strong likelihood of success in an advanced academic program (i.e., AP, Dual Enrollment, AICE, IB, college level courses)

Thank you for taking the time to complete this recommendation for your student. If you have any questions about this form or the Academy Application process, please feel free to contact any of the academy coordinators.

Please submit this recommendation to the appropriate coordinator listed below via inter-office mail, USPS, email or drop it off at the front office of the receiving school by January 26, 2026.

Amy Case
Nease High School
10550 Ray Road
Ponte Vedra, FL 32081
Amy.Case@stjohns.k12.fl.us
W: 904-547-8309
<https://forms.cloud.microsoft/r/kgJm6DRxQ>



Scan here to
submit
electronic
form to NHS.

Stephanie Toffaletti
Pedro Menendez High School
600 State Road 206 West
St. Augustine, FL 32086
Stephanie.Toffaletti@stjohns.k12.fl.us
W: 904-547-8665



Scan here to
submit
electronic
form to PMHS.

Dawn Eakins
St. Augustine High School
3205 Varella Avenue
St. Augustine, FL 32084
Dawn.Eakins@stjohns.k12.fl.us
W: 904-547-8533

Jonathan Higgins
Beachside High School
1070 Beachwalk Blvd.
St. Johns, FL 32259
Jonathan.Higgins@stjohns.k12.fl.us
W: 904-547-4433
<https://forms.office.com/r/LxSdH3d85k>



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