Some schools will require that you send in letters of recommendation as part of your application. Your counselor, teachers and coaches are people you might consider asking for a recommendation. It is important that this form be filled out accurately and completely to aid the person in preparing a recommendation for you. Use additional paper if necessary.

Your Name ________

Describe your college/career plans and goals.

__________________________________________________________________________

List advanced courses which you have completed or in which you are currently enrolled (i.e. AP courses or other advanced courses).

__________________________________________________________________________

__________________________________________________________________________

List clubs, activities, sports, and/or student government participation (indicate grade levels and offices held).

__________________________________________________________________________

__________________________________________________________________________

List any awards and/or honors you have received.

__________________________________________________________________________

__________________________________________________________________________

Describe community service or church activities in which you have participated.

__________________________________________________________________________

__________________________________________________________________________

Describe work or volunteer experiences you have had.

__________________________________________________________________________
Describe your travel experiences.

If there is something unique about you which you would like to have mentioned in the letter, please explain.