

Request for College Letter Of Recommendation

*****PLEASE ALLOW 2 WEEKS FOR RECOMMENDATION LETTER***** DATE _____

Last Name First Name M.I.

To whom is this recommendation being sent ?

Name

College/Scholarship Name

Address

* Select state below

City State Zip Code

1. In what extracurricular activities or athletics have you participated in high school?

Activity or Sport	Year(s) in School	Offices Held
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Special Awards or Recognition

2. List any academic awards or honors you have received in high school:

3. List and explain your out of school involvement (i.e., religious affiliation, politics, community, park district, SHARE)

4. Describe any jobs you have held in the past four years. Describe the nature of the work, name of the employer, hours per week and any other pertinent information.

5. Have there been any factors (i.e., illness in the family) that have seriously affected the quality of your school work during high school. Describe Briefly.

6. What type of career are you considering at this time? Be as specific as possible.

7. What kind of additional schooling are you planning after high school?

8. To which schools are you considering applying?

9. What things are important to you in selecting a college?

10. Describe your strengths. How have you utilized them?

11. What is the most significant contribution you've made to your high school?

12. What do you feel is the most important weakness you would like to overcome in the next four years?

13. What events would you deem "crucial" in your life thus far?

Drop

14. In recommendation for you, what things would you like to include and/ or emphasized?