

REQUEST FORM
PERSONAL DATA FOR LETTER OF RECOMMENDATION

Student Name: _____

Current G.P.A.: _____

Reason for letter of recommendation: College Application

Individual being asked to write letter of recommendation: _____

Describe college/career plans (be specific about your goals.

List all advanced courses completed or those in which currently enrolled.

List clubs, activities, sports, and/or student government participation. Indicate grade levels and any titles. (10th - 12th : Spanish Club. Vice President)

List and describe any awards/honors received. Include the calendar year. (June 1999- Soroptomist Student of the Month).

Describe community service or church activities:

Describe your travel experiences:

Something special that you would like included about you in the letter:

Describe your personal and professional goals:
