

Letter of Recommendation Information Form

It is to your advantage to fill this form out as completely as possible. Please take the time to do it well. Fill it out, print it and give it to your counselor.

NAME: _____ ID#: _____

E-mail: _____ Phone: _____

List three adjectives to describe yourself: _____

What would teachers say about you? _____

What are you considering for a college major? _____

What is your desired career outcome? Where do you see yourself in ten years? _____

Is your academic record an accurate measure of your ability and potential? Explain: _____

Describe an experience that has had a great impact on your life and why: _____

What is your greatest strength and how have you used it? _____

What is one of your weaknesses? How have you overcome or compensated for this weakness? _____

What's important to you? What are you passionate about? How have you pursued your interest in this area? _____

What community service activities have you participated in the past four years—specify the date/year for each activity. _____

Do you have any leadership experience? This would include any club cabinet positions, sports team captain positions, summer job working with younger kids, or tutoring. _____

List and describe any honors or awards you have received, and the date/year you received them:

List and describe the extracurricular activities you have participated in such as sports, clubs, or organizations. _____

List any paid employment you have had since 9th grade. Briefly describe your responsibilities and length of your employment. To what use have you put your money and earnings? _____

Describe any special talents, hobbies, interests, travels that have influenced your growth and character.

Are you a first generation college student? _____

Please read this over carefully before you turn it in to your counselor. Your counselor will be using this information to write your letter so it's very important that you do a good job.