

Student Recommendation Request
(Please type or print legibly)

Full legal name _____ Name used in class _____

Class / Classes I took with you _____

School year 20__ - 20__ I was in 9th 10th 11th 12th grade (circle)

I would like for you to write a letter of recommendation for me to attend:

An on-line application is required. The web address and password are:

The deadline for this letter is _____. (Please allow at least 2-3 weeks.)

*This college specifically requires a teacher recommendation. YES NO

I understand that colleges want **specific concrete** examples of events in your class that set me apart from all other students in that class. With that in mind, 3 adjectives that best describe me / my behavior as a student in your class are listed below supported by specific actions on my part that demonstrated these qualities.

<u>Adjective</u>	<u>specific example of this quality</u>
1) _____	_____ _____ _____
2) _____	_____ _____ _____
3) _____	_____ _____ _____

(continued on back)

Please respond to at least one of the following.

1) A specific event that took place in your class that made me stand out from every other student is: (examples: a presentation, a paper, a special project, a leadership role you accepted, a “aha moment” a change you experienced, etc.)

2) A particular hardship/obstacle I experienced or had to overcome while in your class that I would like you to write about is: (examples: illness, learning disability, move, injury, tragedy, setback, etc.)

Additional information I would like for you to consider including:

Return this completed form to your teacher with a stamped addressed envelope. Please allow at least 2-3 weeks for your teacher to complete this letter.

Other information requested by this particular teacher:

- activities sheet
- copy of personal statement
- résumé
- other _____
- _____