

Letter of Recommendation: Student Information

This information is requested so that the staff member who will be writing letters of recommendation will be able to do so in the best and most complete way possible. Please complete all sections of this form in as comprehensive a manner as possible. Also, please write as neatly as possible.

Personal Data

Full legal name _____

Home address _____

Phone number _____ Email _____

PSAT _____ Verbal _____ Math _____

SAT _____ Verbal _____ Math _____ Writing _____

SATII _____ Verbal _____ Math _____ Other (include name of test) _____

ACT _____ Verbal _____ Math _____ Writing _____ Science _____

Class rank _____ out of _____

List all colleges you are planning to apply to, and place check marks next to the ones that you wish the staff member to write a letter of recommendation for. Please write down the dates that each letter must be postmarked by.

- | | |
|--------------------------------|--------------------------------|
| <input type="checkbox"/> _____ | <input type="checkbox"/> _____ |
| <input type="checkbox"/> _____ | <input type="checkbox"/> _____ |
| <input type="checkbox"/> _____ | <input type="checkbox"/> _____ |
| <input type="checkbox"/> _____ | <input type="checkbox"/> _____ |
| <input type="checkbox"/> _____ | <input type="checkbox"/> _____ |

Possible Major(s)/Minor(s) _____

What experience have you had in this area? _____

Best subject(s) _____ Worst subject(s) _____

What are your hobbies, special interests, and talents? _____

What awards have you earned in the last 4 years? Include date along with purpose or distinction:

_____	_____
_____	_____
_____	_____

List 5 words you would use to describe yourself:_____

What do you consider to be your strengths and uniqueness?_____

What are your priorities in life (what is important to you)?_____

What do you hope to do in the future? What are some of your life ambitions?_____

Activities

List year (9th, 10th, 11th, 12th) and activity (sports, clubs), including offices held.

_____	_____
_____	_____
_____	_____

Awards related to school activities

_____	_____
_____	_____
_____	_____

Out of school activities (including volunteering)

_____	_____
_____	_____
_____	_____

Work experience

_____	_____
_____	_____