***Request for a Letter of Recommendation*:**

*\*\*\* Please share a little about yourself to help me write a letter of recommendation.* ***Please be THOROUGH.***

**My Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_GPA:\_\_\_\_\_\_\_\_\_\_\_\_\_ACT/SAT Scores:\_(if available)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**ACADEMICS**

1. Which subjects…
	1. Do you like best? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
	2. Have been easy for you? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
	3. Have been difficult? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
	4. Other helpful information? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. How would you describe your academic record? Do your grades reflect your ability?
3. What is your most notable academic achievement?
4. Are there any outside circumstances that have interfered with your academic performance? Is there anything on your transcript that needs clarification or explanation?

**ACTIVITIES**

| *In the space below please list all athletics, clubs, organizations, employment, summer activities, community service (how many hours?), etc. and then mark which grades you were involved in each activity. If you held leadership roles please share that too. Be thorough.*  | 9th grade | 10th grade | 11th grade | 12th grade |
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**CAREER INTERESTS**

1. What major(s) are you interested in studying?

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1. What career(s) do you plan to pursue?

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1. Why do the above careers interest you?
2. What line of work are your parents involved in and how has that impacted your career choices?

**AWARDS/HONORS**

| *Please list any awards, honors, or special recognitions you’ve received. Include which grade(s) you received the honor.*  | 9th grade | 10th grade | 11th grade | 12th grade |
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**PERSONAL**

1. Please share some of your personal strengths.
2. List four words that you, your family, or your friends would use to describe you.
3. Something I may not know about you…
4. What makes you unique and stand out from your peers?
5. How have you spent your last two summers?
6. Please list anything else you think is important for me to know.
7. Please list which colleges you plan on applying to in the fall.