

NAME:
DATE NEEDED BY:
REASON FOR REQUESTING LETTER:

_ Common App ____ College or Program Application ____ Scholarship Application

This is your chance to BRAG!!! A student's ability to provide quality letters of recommendation are an important part of any competitive application process. For the letter writer, conveying your unique qualities is not always an easy task. Therefore, when asking counselors or teachers to write a letter of recommendation, providing specific details that go beyond a "resume" or "activity list" are very helpful.

<u>INSTRUCTIONS:</u> Please type your answers to the questions below and attach to this sheet. Provide a copy to each person you are asking to write a letter of recommendation on your behalf.

- 1) What are your future post-secondary education and career goals?
- 2) Please describe yourself (your strengths, weaknesses, personal philosophy/approach to life).
- 3) Talk about an event or happening in your life that had a significant impact on you. How did it affect your life, both personally and academically?
- 4) Describe yourself using only five positive adjectives.
- 5) In what area(s) have you grown the most since your freshman year of high school?
- 6) Do you feel your GPA and ACT/SAT/AP test scores reflect your true academic ability and potential? Explain why or why not?
- 7) Are there any difficult challenges, special circumstances, or struggles in your life (personal, family, health, financial, other) you would like to mention?
- 8) If you were involved in extracurricular activities, which one was the most meaningful and why?
- 9) If you have worked, what have you gained from your work experience?
- 10) During your high school career, what do you consider your proudest academic accomplishment(s)? Your proudest personal accomplishment(s)? Please give examples.
- 11) What do you choose to learn about or pursue outside of school? Examples: Books you've read, projects you've taken on, hobbies or interests you've pursued. Please give examples and explain why these are important to you.
- 12) What does your education mean to you?