

LETTER OF RECOMMENDATION INFORMATIONAL SHEET

Name: _____ Counselor: _____

School/Scholarship Applying for	Application Deadline

Please answer the following questions completely and thoughtfully.

List five (5) adjectives that best describe the strengths in your character and two (2) that best describe the weaknesses. Please be honest and realistic.

1. _____
2. _____
3. _____
4. _____
5. _____

1. _____
2. _____

How do you spend your free time? What hobbies/interests do you enjoy outside of school?

Extra-curricular: Please list any sports and/or clubs in which you have participated (9th grade to present)

	Your Role	Sport/Club/Group
9th grade		
10th grade		
11th grade		
12th grade		

Career Goals: What major do you plan to pursue? _____

What are your interests after you finish school/college?

What occupations/areas of work are you interested in pursuing?

List the names of two (2) teachers who know you well:

1. _____ 2. _____

Volunteer/Community Work: Please list any volunteer service in which you have participated (9th grade to present)

Organization	Your Role	Dates of Participation

Special Awards/Nominations: Please list any honors you have received since the 9th grade. These can be both school- and non-school related awards

Award/Nomination/Honor	Dates

Other Extra-Curricular Activities/Work: Please list any other extra-curricular activities in which you have participated (9th grade to present)

Organization	Your Role	Dates of Participation

If there is any other information that you feel is important or that you want me to know when I write your letter of recommendation, you may attach another sheet of paper. **Please submit this form at least two weeks before the deadline for your application.**