

## Student Information for Letters of Recommendation

The following information will help both teachers and counselors in composing a letter of recommendation that does more than just list your accomplishments. Please take time to be as thorough as possible in completing this information.

Student Name \_\_\_\_\_

List five adjectives that best describe you:

- 1 \_\_\_\_\_
- 2 \_\_\_\_\_
- 3 \_\_\_\_\_
- 4 \_\_\_\_\_
- 5 \_\_\_\_\_

What do you consider to be your major strengths / What makes you different from other students? \_\_\_\_\_

Provide a list for each of the following:

1. Academic accomplishments \_\_\_\_\_

2. Honors/recognitions: \_\_\_\_\_

3. Additional notable accomplishments: \_\_\_\_\_

4. Teachers who know you best \_\_\_\_\_

5. Career Goals, Interests, Skills \_\_\_\_\_

Activities: List in- and out-of school activities with which you have been and/or currently are involved. This would also include volunteer programs. Please note how long you have participated and any leadership positions you have attained. Provide an additional sheet if needed.

What would you like to to accomplish in the next ten years?

What issues do you feel strongly about?

Please describe a situation that you feel illustrates your strength of character/personal integrity?

What person(s) has had a significant impact on your life and explain why?

What has been your most meaningful class experience and/or activity? Explain why.

Have there been any extenuating circumstances during your high school career that affected your academic and/or extracurricular performance? If so, please explain.

List the universities/colleges you are interested in attending.

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