



## Letter of Recommendation Student Form



Please complete and return to counseling office. **Print clearly.** Please give the counselor at least 3 weeks to complete your recommendation letter.

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Planned College Major or Area of Interest: \_\_\_\_\_

For what purpose will this recommendation be used? (List each college or scholarship)

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What led to you choosing this major and what do you hope to accomplish with this degree?

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What school accomplishments make you proud?

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What accomplishments outside of school make you proud?

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What are three words that you would use to describe yourself?

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What are your best qualities/strengths?

Give an example of something you have done that demonstrates your qualities and strengths.

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## Academic Resume Sample

Please list or attach a resume that provides information about club affiliation, extracurricular activities, and community involvement.

Student Name

Address

Phone Number

### Academic Achievements

- 3 year Honors student at HCHS
- Academic basketball award, highest GPA on team, 2007
- Science Award, highest GPA in class, 2008

### Community Involvement

- Volunteer for Habitat for Humanity, 2007 & 2008
- Volunteer for Big Brother/Big Sister, 2008
- Volunteer for Church Hospitality Ministry, 2006 & 2007

### Extracurricular Activities

- Beta Club, 2007-present
- Fellowship of Christian Athletes, 2006-present
- Debate Team, 2006-2007

**\*\*ATTACH YOUR ACADEMIC RESUME TO THE RECOMMENDATION FORM\*\***