

Student Information Form for Teacher Recommendations

Student _____

Reminders:

- Check the college admissions website to verify the number of recommendations they require.
- If you are applying to a college that uses the Common Application, download and complete the Applicant portion of the Teacher Evaluation Form, sign it, and give it to your teacher.
- Teachers write numerous letters and need time to meet student requests. The earlier you ask the teacher, the better.
- Approach the teacher in person at a time that is convenient for the teacher such as planning time or before/after school.
- *Teachers submit letters of recommendation to the Registrar (Mrs. Easter) in the counseling office via e-mail where the letters will be printed and packaged with your official transcript, school report, and counselor letter of recommendation.*

Applications will be submitted to the following college/s: (Continue on separate page/s as needed)

Name of College/University	Application Deadline

Your thoughtful responses to the following questions will assist your teacher in writing a stronger recommendation letter. Feel free to continue on another page as needed.

1. List the name of the course/s and year/s taken (junior year, senior year):

2. Describe the most important concept or skill that you learned in the class:

3. Describe a project/assignment/activity that you especially enjoyed:

4. Describe your best performance or moment in this class:

5. If you were talking with underclassmen, explain how you would describe the class:

6. Explain how you contributed to the learning environment for all students in this class:

7. Describe how you have matured or grown academically and/or challenges you've faced/overcome:

8. List three adjectives that best describe you as a student and why:

9. Explain your interest in the college/s you have selected for application. (Will you pursue a certain major there, what impressed you when you visited the campus, what you will add to the freshman class...?):

10. What would you like for the teacher to emphasize to the college/s?

11. What other information can you provide that will help your teacher write the best letter on your behalf?

Please attach a sample of your best work from this class, if you have it.