

Letter of Recommendation

Student: _____ Counselor : _____

GPA _____ Class Rank _____

School Subjects

List the school subjects you enjoy and tell why. List academic honors you have received.

Extracurricular Plans

Describe your involvement in extracurricular activities, including leadership positions and honors received. Mention summer training camps, significant preparation work and/or volunteer experiences.

Athletic Participation

Describe your involvement including leadership and honors received.

Personal Information

List three adjectives that describe you and provide an example to illustrate each.

Hobbies/Interests

Describe your hobbies and interests, including time and commitment.

Talents/Strengths

Describe your significant talents or strengths.

Employment

List work experiences citing the length of time you worked, your responsibilities, promotions and what you learned for future jobs.

Community Service/Church

Describe community service/church activities/youth groups/summer camps in which you participated. Discuss their importance to you.

Educational Plans/Careers

Describe your educational/career plans.

Extenuating Circumstances

Describe any family problems, death of a relative, injury, illness, or financial hardship that may have interfered with your academics or that you were able to overcome.
