

Student information to be included in the recommendation: *If something does not apply to you, please write N/A in the space provided.*

1. Describe one or two experiences that have contributed to your intellectual/academic development since entering high school. In other words, what happened during high school that really got you excited about learning?

2. List one or two extracurricular activities that you have found to be the most meaningful. Explain why they have been important to you and how you affected others. An example would be helpful.

3. Describe your strengths. (Academic, social, personal, skills, qualities...)

4. What are your college / academic /educational goals?

5. What are your career / professional goals? This is more of a long term goal.

6. What are your personal goals? If you could make changes or improvements in the community, state, and/or world, what would they be? Try to be realistic in what you could do or would want to do.

7. Describe something unique or special about you that could be highlighted in the recommendation. What makes you stand out among your peers? Please include at least 3 adjectives to describe yourself.

8. Please list any other specific information you would like to have included in your recommendation:

9. If you had difficulty during any time in high school and it shows on your transcript by lower grades or lack of courses, think about how you could explain that to your school counselor so they could possibly write an explanation in your letter.

The Activities Record on the next page is optional. It is a very helpful tool for you for writing your college essays, some college applications, and resumes.

ACTIVITIES RECORD**NAME:**

ACTIVITY	9 th Grade	10 th Grade	11 th Grade	12 th Grade
Sports/Athletics <i>(In or outside of school)</i>				
Clubs / Activities				
Academic Programs <i>(Honors, I.H.S., S.I., etc.)</i>				
Leadership/Offices held <i>(Not just leadership class.)</i>				
Honors / Awards / Achievements				
AP / IB Classes / College Classes				
Community Service/ Volunteer Work				
Work Experience / Part Time Jobs				
Church Activities <i>(Youth group, missions...)</i>				
Travels (explain purpose)				
Extracurricular Activities <i>(In or outside of school)</i>				

If you have been involved in something a lot longer than just during your high school years, please note the total amount of years.