

Letter of Recommendation Request Form

Student's Name: _____

GPA: _____ Class Rank: _____

Today's date: _____

Date Recommendation Needed: _____

I am applying for a scholarship/entry into college and would very much appreciate your writing a letter of recommendation for me.

Scholarship/College to whom you are applying:

Honors and Awards received:

Extracurricular(s) involvement:

Community/volunteer involvement:

Area in which I may major: 1. _____ 2. _____

My favorite subjects are: 1. _____ 2. _____

My interests and hobbies include:

Ten years from now, I will be:

My main strengths are:

Examples of leadership that I have already exhibited include:

Memorable events that happened while I was in your class:

I want my teachers and friends to remember this about me:

Examples of when I have gone above and beyond what was required of me in school or extracurricular activities:

These adjectives best describe me (circle 6 or more):

| | | | | | |
|---------------|------------------|------------|---------------|----------------|-------------|
| Energetic | helpful | involved | talkative | honest | modest |
| Team-worker | sensitive | positive | stressed | sincere | leader |
| Good-listener | self-disciplined | purposeful | witty | competitive | friendly |
| Adaptable | cooperative | determined | angry | independent | confident |
| Bright | mature | controlled | goal-oriented | tired | cheerful |
| Stable | creative | moody | insightful | sense of humor | inquisitive |

Please feel free to include these interesting facts about me in my letter or recommendation.

Thank you for writing a letter of recommendation for me.

Sincerely,