

Request for College Recommendation Form

Dr. Ralph H. Poteet High School

In order to write a thorough recommendation, “the writer” needs to know more about your accomplishments and goals for the future. Please fill out the following information and submit a copy of this questionnaire to the person writing your recommendation. This information should be in their hands at least **two weeks** before it is needed.

Name: _____ **Counselor:** _____

GPA: _____ **Rank:** _____ out of _____ **Date of Birth:** _____

This recommendation letter is for the following school/ scholarships (add additional schools/ scholarships on another sheet of paper if needed):

Name and Address of School:	Deadline:	Scholarship:	Deadline:
_____	_____	_____	_____

Please circle the adjectives below that best describe you:

- | | | | |
|----------------|--------------|--------------|-------------|
| Adaptable | Dedicated | Imaginative | Quiet |
| Adventurous | Efficient | Impulsive | Realistic |
| Ambitious | Energetic | Intuitive | Reliable |
| Analytical | Engaging | Loyal | Reserved |
| Articulate | Enterprising | Memorable | Resourceful |
| Calm | Outgoing | Well-behaved | Respected |
| Candid | Frank | Modest | Charming |
| Self-conscious | Cautious | Generous | Sociable |
| Confident | Courageous | Cooperative | Patient |
| Pensive | Persevering | Popular | Playful |
| Vocal | Trustworthy | Timid | Humorous |

Choose two or three of the adjectives you circled above (or others of your own) which are most important in describing you. Give an explanation and examples of why you chose these adjectives. **Continue on another sheet of paper if you need more space.**

