Monta Vista High School

Guidance Department

mvhs.fuhsd.org/guidance-student-support

Summer Program/Internship Recommendation Cover Sheet

Responses should be brief and limited to this page.

Please attach a resume.

Last Name: First Name:

ID#: Nickname (If applicable):

Grade Level: Program/Internship Name:

Deadline (Indicate if this deadline is postmarked or received by):

How should this letter be submitted?

- ☐ US Mail to address (Stamped envelope attached):
- ☐ Online link will be sent to recommender email
- ☐ Send a PDF by email to program at:
- ☐ Other:

1. Please briefly describe the program and/ or criteria of applicants:

2. Why are you interested in this program? What are you hoping to gain from this experience?

3. Is there any additional information I need to know about you or this experience?