

TEACHER RECOMMENDATION LETTER REQUEST

Personal Information

Name: _____ Email address: _____

Course Information

Teacher: _____

Courses you took with me: _____ Final Grade(s): _____

Reasons for Asking Me to Write You this Letter

Two Words that Describe your Work, Behavior, Participation and Attitude in My Class

Please explain why you chose each one

1.

2.

Favorite Topic/Assignment/Activity in My Class

Please explain your answer

Proudest Accomplishment in My Class

Be more specific than listing the grade you received. Why is this your proudest accomplishment?

Areas You Feel You Improved/Strengthened While Taking My Class

Please explain your answer

Biggest Challenge You Overcame in My Class

What was the most difficult situation you had to face? How did you handle the situation?

Career Interests

College Major(s): _____ Career: _____

Describe when and how you decided upon your intended college major/career choice. Be as specific as possible when citing experiences and events that impacted your decision.

Extracurricular Activities

Briefly list the extracurricular activities that you have been involved in during high school. You may also attach a resume.

Colleges/Universities You are Applying To

Earliest Deadline: _____

List of Schools: