

Student Name: _____

Date: _____

*Make 1 copy for each individual you are requesting a letter of recommendation from. Be sure to keep a copy for your records.

Letter of Recommendation Request Form

Thank you for writing my letter of recommendation. I greatly appreciate it! I have written my list of colleges and deadlines below. I have also completed a *Student Brag Sheet* highlighting my aspirations, interests, strengths, and accomplishments.

Name of COLLEGE	DEADLINE (postmarked by)

Student Brag Sheet

1. INTRODUCTION: Please tell me about yourself. List 3-5 adjectives that you or others use to describe you.

What do you hope to accomplish in life and why?

2. ACADEMICS: What types of courses interest you and why?

What are your proudest academic accomplishments and why?

3. PERSONAL: In what areas have you grown or matured since freshman year?

How do you express your creativity? (Academically, artistically, athletically, interpersonally, musically, etc.)

Are there any difficult challenges, disabilities, special circumstances, or struggles that you would like to mention?

4. ACTIVITIES: What activity or work experience has been the most meaningful to you and why?

List your high school activities and the years of participation (both in and out of school). You may also add comments regarding leadership roles, committees, special responsibilities, etc.

Activity	Year(s) of Participation	Leadership Roles

5. Please include any other comments about yourself that you think would be helpful for me to know.
