

Student Request for Letter of Recommendation

Instructions: Please complete all sections of this form.

- ✓ Give as much detail as possible when describing experiences and activities
- ✓ Once you complete the form, save a copy so you can send it to other teachers if needed
- ✓ If possible, include a copy of your main personal statement/essay
- ✓ If you need more space either print out a separate document or include the information in the email
- ✓ **Please give the person writing your letter at least TWO WEEKS to complete your letter of recommendation**

ID#: _____ First Name: _____ Last Name: _____

Email Address: _____ Cell Number: _____

Please select type of letter of recommendation you are requesting:

☐

College

☐

Scholarship

☐

Other _____

College Entrance Exams

List the number of AP Classes taken, including any you are currently enrolled in. _____

Please list exam and scores taken or the date you plan to take the test.

AP Exam and Score(s): _____

AP Exam and Score(s): _____

AP Exam and Score(s): _____

AP Exam and Score(s): _____

AP Exam and Score(s): _____

AP Exam and Score(s): _____

SAT Score: _____

ACT Score: _____

Post High School Education Goals

Please list the colleges/universities/trade-schools you are applying to below in order of preference:

a. _____

b. _____

c. _____

d. _____

e. _____

f. _____

What major (s) are you considering? _____

What Career or Vocation are you considering? _____

Please describe how your academy, ROP or other experiences have helped shape your interest in this area.

What subject(s) (i.e. classes) do you enjoy the most and why? _____

List four words to describe yourself: _____

What is your biggest strength? _____

What awards have you earned in the last four years? _____

Other Experience

List the experience and describe how the experience has helped you become a better student and list any leadership position held.

School Activities: _____

Sports: _____

Clubs: _____

Community Service: _____

Jobs: _____

Outside Activities (Community Involvement, Hobbies, Other Organizations): _____

What makes you unique/what is your life philosophy? _____

What do you feel have been your greatest contributions to the Liberty community? What have you contributed to your friends/family? _____

Please share any specific hardships or challenges you have had to overcome in your life that may have impacted your academics or ability to pursue extra-curricular activities. _____

Please give the names of three teachers or school staff who know you well enough to give you a character reference and/or may be able to give details about your academic and personal accomplishments.

1. _____

2. _____

3. _____