

## Letter of Recommendation Form

**Please give the letter writer 2-3 weeks to respond.**

*Please take the time to fill out all sections thoughtfully and completely. The letter writer needs to be able to know enough about you so that they can write a recommendation that will make you stand out from every other student applying to for the same scholarship or college as you.*

Please write your responses electronically on a word document that you can email or make a copy of for your recommender.

Name: \_\_\_\_\_

What is the letter of Recommendation for? Be specific. What are the requirements and how do you meet them?

1. What are your strengths (Please provide an example for each one)?
2. Name one weakness that you have and what you are doing to work on it.
3. Describe some of the activities (extracurricular, hobbies, sports, church, etc.) you've been involved in over the past three years, and why they've been important to you.
4. What are your personal and academic goals?
5. What do you plan to study in college, and why?
6. What do you see yourself doing 10 years from now?
7. If you asked your friends and family to describe you in just three words, what would they be?
8. Describe yourself to your future college roommate.
9. Are there any obstacles that you have had to overcome (i.e. parent divorce, death of a loved one, refugee, ESL, disability, first to graduate from high school, low income, etc...) and how have you overcome the difficulty?
10. What community service/internship projects have you completed or organized? How many hours were involved in each?

11. How would it feel, or what would it mean to you, to get accepted into your top school?
  
12. Please list anything else that someone needs to know to write a letter that separates you from everyone else.