

# REQUEST FOR LETTER OF RECOMMENDATION

Please complete this form and present it to your teacher/counselor/coach when requesting a letter of recommendation. You may photocopy as needed for each letter requested. Use additional paper if necessary.

Student's Name \_\_\_\_\_ Date \_\_\_\_\_

Counselor's Name \_\_\_\_\_ Date Needed \_\_\_\_\_

SUBJECT	YEARS TAKEN	APPROXIMATE GRADE	HIGHEST LEVEL TAKEN
Math			
Science			
English			
Language			

Letter should be addressed to:

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Describe your most meaningful service experience and what made it so.

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Intended area of study in college \_\_\_\_\_

Careers you are interested in \_\_\_\_\_

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Describe a paper, project, presentation or experience that was most valuable to you in high school and why it was so.

What co-curricular activities have you participated in at Brother Rice? Did you hold offices? When and for how long?

Is there a co-curricular accomplishment of which you are most proud of? Why do you take special pride in it?

List four words that you believe best describe you.

What do you believe is your single most admirable or most distinguishing trait or quality and give an example of how someone might observe this quality in you.

Is there anything else you would like to have highlighted in a letter of recommendation sent to a college?