



- ¥ Give this to your teacher or dean at least 2 weeks prior to the deadline.
 - ¥ If you want them to send it in the mail, provide a stamped, addressed envelope.
 - ¥ You are encouraged to write a thank you note to the person who has written the letter for you.
 - ¥ Fill out the following information specifically and completely. Focus on participation from 9-12th grades.

This recommendation is for: (& K H F N all that apply)

College application Scholarship Military Acceptance Job application Other
Academic Goal or highest degree goal (C K H F N all that apply)
Associate of Arts Bachelor of Arts Masters Doctorate

Student Name _____ Mobile # _____

List the schools you are making application to

Possible field of study or career _____

Academic Achievements _____

Athletic participation/achievements_____

Fine Arts

Clubs/Activities (community & school)

Jobs _____

Church involvement/activities _____

Volunteer work _____

Hobbies _____

Other information unique to you or important for others to know about you, your study habits/work

habits, ethics, leadership skills, etc.)