

Counselor Recommendation Form

Name: _____ Date _____

Reason for Letter of Recommendation: _____

Deadline requirements for this form:

- College application recommendation requests are due to your school counselor prior to the end of junior year.
- 10 school days are required for recommendations needed for reasons other than college applications.

If this request is for your college application, indicate which college(s) you are applying or considering?
Please indicate if they are reach (R), target (T) or safety schools (S).

The purpose of this questionnaire is to learn more about you so that I can write an accurate and thoughtful letter of recommendation. This form will also help you to reflect, organize and summarize information about yourself that will be beneficial during the application process. Students sometimes find the process of self-reflection and writing about themselves difficult, so additional questions are included to help facilitate a thoughtful response.

Please be honest and reflective. The quality of the letter I can write will be determined by the quality of information you provide. Recognize recommendations are intended to provide context and qualitative information to the reader/admission committee. In addition to your academic record, activities and essays, recommendation letters can provide additional insight that can be extremely valuable.

Academic Engagement and Growth

1. How would you describe your high school experience, both academically and personally?
 - Questions to ask yourself- Do you believe your transcript is an accurate reflection of your ability? What factors, if any (personal, family, social, academic) contributed to your performance positively or negatively?

2. What has been your strongest subject or elective and why?
 - Questions to ask yourself- What subject(s) or academic experience(s) have been the most influential, compelling, intriguing or challenging, and why? What do you look forward to investigating and exploring and learning about in college?

3. In what academic and/or personal areas are you still growing?
 - Questions to ask yourself- What are you doing or willing to commit to doing, to be a more successful student and/or person (for example, time management, study skills, self- advocacy etc.)?

4. What do you choose to learn on your own?
 - Questions to ask yourself- What interests have you pursued beyond class assignments? What do your choices show about your interests and the way you like to learn? Have there been any events, circumstances or experiences that inspired you to pursue additional learning or had a major impact on your way of thinking (i.e. values, morals, ethics)?

5. What are your current career goals?

- Questions to ask yourself- What have you learned or know about yourself that supports your potential career pathway? What aspects or opportunities are you researching when selecting colleges to apply? What responsibilities or experiences, either in or out of school, have helped you define these goals? How do your potential college choices align with your future plans and career goals?

Personal Qualities and Community Engagement

1. Attach an activity resume or update your resume in Naviance. This information should include extracurricular activities where you have been most heavily involved throughout high school and been the most meaningful to you as a student and person. Include involvement in athletics, clubs, committees, employment, and leadership positions. Feel free to include activities and involvement independent of UHS. Be sure to indicate whether you received any recognition or award for these.

2. What have you done to date or plan to do in college that demonstrates to the admission committee how you will be an invested member of the college community and campus?

- Questions to ask yourself- What are your most significant contributions to UHS? How will UHS be different because of you? Why did you choose these activities during your high school career? Specifically, what was your personal or academic motivation for participating? What distinguished your participation and involvement in this activity from others?

3. Identify two traits, characteristics, or interests that best describe you to a college admission committee.

- Questions to ask yourself- Assume that all students applying have met the objective criteria for admission. What do you think distinguishes you from other qualified applicants? Examples and/or anecdotes that further identify and explain these traits, characteristics, and interests are most helpful. Such context can create a meaningful and memorable individual identity in the college application process. Feel free to answer this question specific to each college you are applying or in general terms.

4. If you were to write a letter of recommendation for yourself to a college, what would you be certain to include that you feel needs further explanation?

This form is due to your school counselor prior to leaving for summer break. You can complete this form online through your Naviance account or provide a printed copy of your responses to your school counselor.

Thank you,
Your UHS School Counselors