**REQUEST FOR LETTER OF RECOMMENDATION**

LAKEWOOD SENIOR HIGH SCHOOL

Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

This form is to be completed by you, the student, and given to the counselor or teacher with whom you are requesting a recommendation. Please give the person completing letter at least **2 weeks** to complete. Thank You!

**Where are you applying? What are your Postsecondary Plans**

\_\_\_\_4-Year College \_\_\_\_2-Year College \_\_\_\_Military \_\_\_\_Employment \_\_\_\_Career and Technical Training

|  |
| --- |
|  |
|  |
|  |

**What is your intended major?**

|  |
| --- |
|  |
|  |

**What are your future career goals and why?**

|  |
| --- |
|  |
|  |
|  |
|  |
|  |

**List 3 adjectives that best describe you as a person.**

|  |  |  |
| --- | --- | --- |
|  |  |  |

**What do you see as your primary strength(s) and how has it helped you in life?**

|  |
| --- |
|  |
|  |
|  |
|  |
|  |
|  |
|  |

**Do you possess a special talent or quality that I should know about you when I write for you?** (For Example, creativity, motivation, leadership, responsibility, sense of humor, maturity, work habits, etc.)

|  |
| --- |
|  |
|  |
|  |
|  |
|  |
|  |

**Are there any obstacles you’ve overcome, challenges you’ve met in life or other things I don’t know about you?**

|  |
| --- |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |

**Please list extracurricular/ community/church activities and work experience.**

|  |  |  |
| --- | --- | --- |
| **Activity** | **Year involved (circle)** | **Position**  |
|  | 9 10 11 12 |  |
|  | 9 10 11 12 |  |
|  | 9 10 11 12 |  |
|  | 9 10 11 12 |  |
|  | 9 10 11 12 |  |
|  | 9 10 11 12 |  |
|  | 9 10 11 12 |  |
|  | 9 10 11 12 |  |

**Please list any honors or awards you have received.**

|  |  |
| --- | --- |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**Please list any other hobbies, interests, travel experiences and other things you enjoy doing in your spare time.**

|  |  |
| --- | --- |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**On a separate sheet: If you were writing a letter of recommendation for yourself what would you say? (optional)**