

Date Requested: _____

**Farmington High School
Letter of Recommendation Request**

Student Name: _____

E-mail: _____ Phone: _____

Purpose(s) of letter:

- College Applications
- Any Common Application forms? Yes _____ No _____
- Scholarship Applications
- Job Applications
- Other _____

Is there something specific I should speak about as my focus for your letter?

College(s) you are considering/applying to:

Major(s) you are considering:

Describe your educational and career goals and plans to attain them:

Which courses are your favorite and why?

How would you rate your course selection over the past 3 years?

___most demanding ___very demanding ___demanding ___average ___ less demanding

List three of your strengths or adjectives you think best describe you and give a brief example of each:

How do you think your classmates would describe you?

How do you think your teachers would describe you?

Do you think your high school record accurately reflects your ability and potential? Explain.

Tell me about an activity/experience that has had a significant impact on your life:

Who are your personal heroes, people you admire, and why?

What is something you are proud of? Why?

What characteristics/qualities do you possess that you would like highlighted in your letter of recommendation?

SCHOOL ACTIVITIES

Activity	9	10	11	12	Level of involvement

COMMUNITY ACTIVITIES –summer programs, work, religious organizations, volunteer, etc.

Activity	9	10	11	12	Level of involvement

SELF-EVALUATION –read the personal qualities and rate yourself using the scale below:

Ratings	Below Avg.	Average	Good	Excellent	Outstanding
Desire to learn new things					
Willingness to take risks					
Creative qualities					
Concern for others					
Self-discipline					
Personal initiative					
Growth potential					
Reaction to setbacks					
Emotional maturity					

List three faculty members who would give you a positive recommendation and explain why:

Signature: _____

*Allow at least **three** weeks for your teacher/counselor to complete this recommendation.

- For Teachers: I have added a recommendation request through Naviance for you *(counselor recommendations do not get requested Naviance, please email or talk with them with a request.)*
- I have attached an Activities and/or Athletics resume *(optional)*