

RECOMMENDATION REQUEST WORKSHEET FOR A TEACHER

Student: _____

Teacher: _____

Today's Date: _____ **First College Due Date:** _____

Please provide this teacher with the college paperwork required to accompany their letter of recommendation, as well as a stamped and addressed envelope for each college with Grant High School, 2245 NE 36th Portland, OR 97212 as the return address.

Please provide a list of colleges to which you are asking me to send a letter of recommendation and their due dates:

1.	Due:	6.	Due:
2.	Due:	7.	Due:
3.	Due:	8.	Due:
4.	Due:	9.	Due:
5.	Due:	10.	Due:

Please compare yourself to other students in your grade:

	WAY BELOW	BELOW AVERAGE	AVERAGE	AHEAD OF MOST	WAY ABOVE	TRULY OUTSTANDING
ACADEMIC GROWTH POTENTIAL						
MOTIVATION						
SELF-DISCIPLINED WORK HABITS						
CREATIVITY OF THOUGHT						
LEADERSHIP						
ACADEMIC ACHIEVEMENT						
RELIABILITY						
SELF-CONFIDENCE						
WRITTEN EXPRESSION OF IDEAS						
EFFECTIVE CLASS DISCUSSION						

What do you intend to study in college?

What has inspired you to pursue this area?

What do you see as your strengths in general?

What do you see as your weaknesses?

What are your long-term plans? Careers, hobbies, etc...

Regarding the particular course (the one that this teacher taught you), what experiences did you have that were especially meaningful?

What do/did you see as your major contribution to this particular class?

Describe a particular project, assignment, test, presentation or discussion that you felt demonstrated your potential in this course.

Anything else you want to be included?