

**COMMUNITY MEMBER COMMENTS FOR COUNSELOR  
RECOMMENDATION**

(Community member may be a coach, youth pastor, boss, volunteer coordinator, or neighbor)

Student's name: \_\_\_\_\_

Return form to: \_\_\_\_\_  
(counselor's name and email)

Date needed: \_\_\_\_\_  
(Allow Community member at least two weeks to complete)

Dear \_\_\_\_\_,  
(community member's name)

I am applying to a college (or for a scholarship) that requires a composite letter of recommendation from my school counselor. I would appreciate having your thoughts included in this composite. I have attached a copy of my personal resume that may provide you with some additional information about me. Please complete both sides of this form and return it by mail/email directly to my counselor by the date needed (both named above).

I understand that the information you provide here will be kept confidential by my counselor. For your convenience I have included a stamped return envelope addressed to my counselor.

Thank you!

TO THE COMMUNITY MEMBER:

How long have you known this student and in what context?

How would you describe the personality of this student?

What three words best describe this student and why? Please give examples.

Comment briefly on the following characteristics of this student:

- a) motivation
- b) leadership
- c) sense of humor
- d) creativity
- e) reaction to setbacks

Check the appropriate line:

|                         |                 |            |            |
|-------------------------|-----------------|------------|------------|
| Sense of responsibility | _____ Excellent | _____ Good | _____ Fair |
| Dependability           | _____ Excellent | _____ Good | _____ Fair |
| Citizenship             | _____ Excellent | _____ Good | _____ Fair |

Is there anything else that you think an admissions office or a scholarship committee should know about this student?