

Student Information for Counselor Recommendation

Please complete the following worksheet and return to your counselor at least 10 days before the completed letter is needed.

- Counselor recommendation letter for _____ college.
- Counselor recommendation letter for _____ scholarship.
- General recommendation letter

Name:

Email Address:

Date:

List any honors and awards at school and in the community (ex. Boy Scouts, church, job, classroom, etc).

Describe any work experience (employer, grade or age worked, position/responsibilities).

Describe your school and community activities (clubs, teams, performing arts, church, community service, etc. Grade level when you participated, responsibilities and leadership roles if applicable).

List college majors you are considering.

What is something that makes you unique that would help a college admission counselor distinguish you from another candidate?

Describe a situation where you took a leadership role.

What do you like most about yourself?
