

Student Input for Teacher Recommendation

TO BE COMPLETED BY STUDENT AND TURNED IN TO TEACHER WHEN REQUESTING THEIR LETTER OF REC

To the Student:

When applying to college, Teacher Recommendation forms and letters must often be submitted. For each teacher recommendation requested, the following information must be given to the teacher.

- The Teacher recommendation or evaluation form (if applicable) from the college or university with your part of the form completed (Many of these forms are done electronically).
- An appropriate sized envelope; pre-addressed and stamped with sufficient postage if mailing is required.
- This completed form. All requests must be made in person. **DO NOT LEAVE ANY PAPERWORK IN A TEACHER'S MAIL BOX!** When requesting recommendations from your teachers, you must allow at least **FOUR WEEKS ADVANCED NOTICE** before the application deadline.

Remember, be sure to thank them for their time and consideration.

Student Name:	Teacher Name:
Course(s) taken with this teacher:	Year/Grade Taken:

Why have you requested this particular teacher to recommend you for College acceptance? Please give specific reasons.

Answer:

In this course, what project or lesson impressed you most? How and why? What did you learn?

Answer:

What did you contribute to this class?

Answer:

What academic course awards or distinctions have you received in this department?

Answer:

How would you describe yourself academically?

Answer:

Are there any special circumstances that affected your performance in this class? If so, please explain.

Answer: