COUNSELOR RECOMMENDATION REQUEST FORM

Student Name_____Date Submitted to Counselor_____Date needed by_____

Directions to Students:

- You must give your counselor at least 2 weeks to complete your recommendation.
- Respond to these questions with thoughtful and honest detail.
- Encourage your parent/guardian to complete the optional parent/guardian essay – parent and guardian perspectives provide valuable insight that can truly make your letter stand out!

---

1. Do your transcript, grades, and/or test scores reflect your academic ability/potential? Explain why or why not.

2. Reflect on one or more significant extracurricular activities, work experiences, and/or volunteer experiences you have been involved in during high school and how you've changed as a result.

3. Beyond school-related activities, what other hobbies or interests do you have that you enjoy, and what do you get out of them?

4. What are your career or college goals, and why are they important to you?

5. Describe something that excites and motivates you.

6. Choose 3 adjectives that describe you. Give one specific experience/example that illustrates how.

7. What is a major strength or talent you have? How has it helped or will it help you and/or others?

8. If your best friend or parent were filling this out, what would he/she/they say is one of your best strengths/characteristics? Provide an example of it.

9. What is an obstacle, challenge, or weakness you have overcome? How did you overcome it and what did you learn from the experience?

10. Is there anything else that has affected you over the course of your life that you would like me to discuss in a letter of recommendation? (Use the back side of this page, or we can talk more about this during our follow-up meeting.)

ADDITIONAL INFORMATION – OPTIONAL PARENT/GUARDIAN ESSAY

Parents and guardians often provide perspectives on their students that we don't see otherwise! What makes your child special or unique? What are you the most proud of? Include any additional information that would help us write a recommendation below or attach a separate page. All information will be kept confidential.