

Counselor Recommendation Request Form

Please complete all questions on this form so that your counselor can be specific and write a unique letter of recommendation that reflects your true strengths as a student. You may use a separate sheet of paper.

Give this completed form to your school counselor no later than ten (10) school days before your earliest deadline.

Student Name: _____

Date: _____

- 1) List the colleges to which you are applying **in order of preference**. Also list the application deadline date, if any, for each school.

College Name	Application Type and Due Date (list one for each school)			
	Regular or Rolling Admissions	Early Decision <i>*Legally Binding</i>	Early Action <i>*Non- Binding</i>	Other (Priority, etc.)
Example) Lehigh University		11/1/20		
1)				
2)				
3)				
4)				
5)				
6)				
7)				
8)				
9)				
10)				

- 2) Explain why the college you listed first is your first choice (why is this school a good fit for you?).

- 3) What is your intended major and why have you chosen this major? If undecided, you may discuss subjects that you might be interested in studying, or describe why you feel beginning college without declaring a major will be beneficial to you.

- 4) Where do you see yourself in 10 years? (college/career/living situation/family/etc.).

- 5) Pick one: What is your favorite quote, book, movie, song, band/musical artist and why?

6) Describe a time that you overcame a challenge or obstacle in your life (this can be academic, personal, social, emotional, etc.). You may also discuss a challenge that you are currently facing.

7) List and briefly describe those achievements of which you are most proud (i.e., **why** are you proud of these achievements?).

8) Describe any work experience or volunteer work. If you have a full or part-time job during the school year or summer, please list where you work and how many hours per week.

9) Have you ever received an out of school suspension or been expelled? Yes No
a. If yes, please describe what led to each suspension/expulsion you've received and what, if anything, you've learned from the experience.

10) Share any other information (i.e., special circumstances, obstacles you've overcome, something that makes you unique) that you feel will enable your counselor to provide you with the strongest recommendation possible.

11) List 3 positive words to describe yourself:

1. _____
2. _____
3. _____

Please return this form to your school counselor at least 10 schools days before your recommendation is due.