

NORTH KITSAP HIGH SCHOOL COUNSELING CENTER

Information for Letter of Recommendation

Please return this form, along with the information requested on page two, to your counselor AT LEAST THREE WEEKS BEFORE your earliest application deadline.

Today's date: \_\_\_\_\_ Earliest application deadline: \_\_\_\_\_

Full name: \_\_\_\_\_

Email: \_\_\_\_\_ Home phone: \_\_\_\_\_ Cell phone: \_\_\_\_\_

Colleges you are considering (in priority order):

1. \_\_\_\_\_ 4. \_\_\_\_\_

2. \_\_\_\_\_ 5. \_\_\_\_\_

3. \_\_\_\_\_ 6. \_\_\_\_\_

Professions/careers you are considering: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Applying for financial aid? \_\_\_\_\_ Yes \_\_\_\_\_ no

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COUNSELOR USE ONLY

Class rank: \_\_\_\_\_ GPA: \_\_\_\_\_

SAT (date) \_\_\_\_\_ R \_\_\_\_\_ M \_\_\_\_\_ W \_\_\_\_\_

(date) \_\_\_\_\_ R \_\_\_\_\_ M \_\_\_\_\_ W \_\_\_\_\_

ACT (date) \_\_\_\_\_ Composite \_\_\_\_\_

Please tell us, by neatly typing on a separate sheet of paper, about your experiences, if any, in the following areas.

**School and/or Community**

1. Clubs and activities
  - Your grade level when you participated
  - Any leadership role
  - Any awards
2. Athletics
  - Your grade level when you participated
  - Any leadership role
  - Any awards
3. Participation/leadership in ASB activities
4. Academic honors
5. Volunteer/community service
  - Place/organization
  - Your grade level when you participated
  - Your role
  - Ongoing - number of hours/week?
  - Project specific - number of total hours?

**Paid work experience**

1. Summer
  - Job description
  - Number of hours per week
2. School year/year round
  - Job description
  - Number of hours per week

**Cultural experiences**

1. Foreign exchange
2. Travel abroad
3. Activities that have enriched your understanding of other cultures
4. Other

Please answer the following questions in essay form, neatly typed.

When asked to describe yourself, what five words first come to mind?

What achievements are you most proud of and why?

What do you consider your greatest strengths and weaknesses?

Is your high school record an accurate indicator of your ability and potential? If not, what do you consider the **best** indicator of your potential for success in college?

Please list six to eight teachers who know you well enough to comment on your academics, work habits, character, etc.

Please tell me anything specific you would like mentioned in the letter.

**To your parents:**

Please share your thoughts and feelings about your son or daughter by answering the following questions on separate paper. **Be funny; be serious; be honest; BE PROUD.** The more the counselor can learn about your son or daughter, the better his/her ability to help guide you through the college search and application process. Responses to these questions consistently prove to be a valuable resource for the counselor when writing college recommendations. College admissions counselors love stories – especially ones that bring the uniqueness of the student to life!

Describe a major event or specific experience that you see as a turning point for your son or daughter's development and explain why you view it as such. We are particularly interested in how this experience truly changed or helped him/her fully appreciate his/her strengths and talents.

His/her high school career has been pleasurable/painful because: (Please feel free to write about both aspects)

His/her greatest strength is:      His/her greatest weakness is:

Please feel free to add anything you think would help the counselor in writing the recommendation for colleges. (e.g. educational background, special family situation, special medical history, family trauma, personal achievements, etc.)