

# Student Request for Letter of Recommendation

**Instructions:** Please complete all sections of this form.

- ✓ Give as much detail as possible when describing experiences and activities
- ✓ Once you complete the form, save a copy so you can send it to other teachers if needed
- ✓ If possible, include a copy of your main personal statement/essay
- ✓ If you need more space either print out a separate document or include the information in the email
- ✓ **Please give the person writing your letter at least TWO WEEKS to complete your letter of recommendation**

ID#: \_\_\_\_\_ First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Email Address: \_\_\_\_\_ Cell Number: \_\_\_\_\_

**Please select type of letter of recommendation you are requesting:**

College       Scholarship       Other \_\_\_\_\_

## College Entrance Exams

List the number of AP Classes taken, including any you are currently enrolled in. \_\_\_\_\_

Please list exam and scores taken or the date you plan to take the test.

AP Exam and Score(s): \_\_\_\_\_ AP Exam and Score(s): \_\_\_\_\_

AP Exam and Score(s): \_\_\_\_\_ AP Exam and Score(s): \_\_\_\_\_

AP Exam and Score(s): \_\_\_\_\_ AP Exam and Score(s): \_\_\_\_\_

SAT Score: \_\_\_\_\_ ACT Score: \_\_\_\_\_

## Post High School Education Goals

Please list the colleges/universities/trade-schools you are applying to below in order of preference:

- |          |          |
|----------|----------|
| a. _____ | b. _____ |
| c. _____ | d. _____ |
| e. _____ | f. _____ |

What major (s) are you considering? \_\_\_\_\_

What Career or Vocation are you considering? \_\_\_\_\_

Please describe how your academy, ROP or other experiences have helped shape your interest in this area.

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What subject(s) (i.e. classes) do you enjoy the most and why? \_\_\_\_\_

List four words to describe yourself: \_\_\_\_\_

What is your biggest strength? \_\_\_\_\_

What awards have you earned in the last four years? \_\_\_\_\_

**Other Experience**

List the experience and describe how the experience has helped you become a better student and list any leadership position held.

School Activities: \_\_\_\_\_

Sports: \_\_\_\_\_

Clubs: \_\_\_\_\_

Community Service: \_\_\_\_\_

Jobs: \_\_\_\_\_

Outside Activities (Community Involvement, Hobbies, Other Organizations ): \_\_\_\_\_

What makes you unique/what is your life philosophy? \_\_\_\_\_

What do you feel have been your greatest contributions to the Liberty community? What have you contributed to your friends/family? \_\_\_\_\_

**Please share any specific hardships or challenges you have had to overcome in your life that may have impacted your academics or ability to pursue extra-curricular activities.** \_\_\_\_\_

Please give the names of three teachers or school staff who know you well enough to give you a character reference and/or may be able to give details about your academic and personal accomplishments.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_