**Letter of Recommendation Form**

*Please give the request at least 2 weeks in advance of the deadline. Otherwise, there is no assurance the letter will be submitted in time by counselor/teacher. Your teacher may already have a form. If so, please use theirs.*

**Personal Information**

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

**Graduating Year: \_\_\_\_\_\_\_\_ Email:**

**Weighted GPA: \_\_\_\_\_\_\_\_ Unweighted GPA: \_\_\_\_\_\_\_**

**SAT Score (if taken): \_\_\_\_\_\_\_\_ Highest English/Reading:\_\_\_\_\_\_\_\_ Highest Math: \_\_\_\_\_\_\_\_**

**ACT Score (if taken): \_\_\_\_\_\_ English: \_\_\_\_\_ Math: \_\_\_\_\_\_ Reading: \_\_\_\_\_ Science: \_\_\_\_\_ \_**

**Are you a first-generational college student (first in family to go get 4-year university degree)? \_\_\_\_\_\_\_\_\_\_\_**

**List of colleges/universities you are applying/ have already applied to**

|  |  |  |
| --- | --- | --- |
| **College/University** | **Planning/Applied** | **Major** |
| **Ex. Bears University** | **Planning** | **Biology** |
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**Course load**

**AP Courses:**

**Dual Enrollment Courses:**

**Graduating with Associates in Arts (AA) from**

**Miami Dade College? (YES OR NO): \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Doral College (AA)? (YES OR NO): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

*Answer these questions to the best of your ability—it is what allows your letter to be unique (add space as needed). You do not have to answer each question.*

**List some adjectives (at least 3) that you, your family and or friends would use to describe you.**

**Give an example of EACH. –**

1. **Word:**

**Example:**

1. **Word:**

**Example:**

1. **Word:**

**Example:**

**What events, circumstance or experiences have had a major impact on your life or your way of thinking? (moving, cultural differences, accidents, parent’s divorce, death, other) –**

**Broader context in which should be considered from your performance and involvement? (family situations/responsibilities, after-school work obligations, sibling childcare, no transportation) –**

**Extracurricular Activities (Jobs, Clubs, Internships, Volunteering & Community Service, Leadership, Programs):**

|  |  |  |
| --- | --- | --- |
| **Activity (Organizer)** | **Grades Participated** | **Position/Leadership/Honor/Brief Description** |
| **Ex. Key Club (MLA)** | **9-11** | **11th: Vice President- Organized Clean up** |
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**Which activity/activities was/were most important to you throughout your high school career? Why? –**

**Any special talents, interests, strengths, or passions? –**

**What are your long-term goals? –**

**Have you received ANY awards, if so which ones? Explain why you got it, and what the award is. –**

**If you would like anything else to be known of you in your recommendation, please write it down below. –**