

Student Questionnaire for Senior Letter of Recommendation

Dear Seniors,

A lot of time and thought goes into writing your college recommendation letters. I want to be able to do my very best for you when I write them. Your responses on this questionnaire will help me write your letter.

Please give these questions serious thought. You want to be portrayed in the best possible light. Your answers should be understandable and readable. Your letter of recommendation will mirror the effort and work you put into this questionnaire. It is ok for you to leave certain questions blank and respond in more detail to others.

I will be asked to write many recommendation letters and most of them will be asked of me around the same time. ***I need 2 weeks notice for all recommendation requests. When you turn in this completed questionnaire, it will act as your requests.***

This questionnaire is intended only for me and it's sole purpose is to help me in writing the strongest letter of recommendation possible for you. No colleges will see this questionnaire. Feel free to use separate paper or the back of these pages if you need more writing room. You are also welcome to type your responses.

My best,
Mrs. Catlin



Last Name: _____ **First**
Name: _____

Student Cell: _____

Student Email: _____

Possible Major: _____ **Career Interests:**

Please list all the colleges you are interested in applying to. Please also provide their mailing address and admissions email address. *If you plan on applying Early Decision or Early Action please make sure to note that next to the school's name.*

1- School Namer: _____
School Address: _____

Please send letters by (date): _____
School Admissions Email: _____

2- School Namer: _____
School Address: _____

Please send letters by (date): _____
School Admissions Email: _____

3- School Namer: _____
School Address: _____

Please send letters by (date): _____
School Admissions Email: _____

4- School Namer: _____
School Address: _____

Please send letters by (date): _____
School Admissions Email: _____

5- School Namer: _____
School Address: _____

Please send letters by (date): _____
School Admissions Email: _____



List a few adjectives that you think describe you best.

_____	_____
_____	_____
_____	_____

ACADEMIC

Describe what type of student you are. What academic settings or types of assignments makes you thrive? What subjects interest you most?

Have you earned any college credits? Have you taken any college courses?

Do you play any sports? What sports do you play? How long have you played them? Have you had any Leadership roles on your sports teams?

Are you involved in the arts? If so, how and for how long? Have you had any leadership roles in the arts or any special recognition that you would like me to be aware of?

Do you have any academic accomplishment that you are particularly proud of? If so, tell me more about it.

Do you have any extracurricular accomplishment that you are particularly proud of? If so, tell me more about it.

What clubs, extracurricular activities or community service programs have you participated in during HS? For how long? Have you had any leadership roles or special recognition in these programs?

FAMILY

Is there anything about your family, (history, cultural background, shared interest/activity, size, crises, etc...) that has had a significant impact on you?

Describe any circumstance in your life which you feel has helped to shape your character, personality and attitude towards life.

List what you believe to be your single, most admirable, or most distinguished trait or quality. Explain to me why and how. Keep in mind that I am looking for traits that you would like to have emphasised to colleges.

What do you feel is an area of growth for you? Where do you have room for improvement either in academics or personal growth?

Is there any other information that you would like me to highlight in your letter of recommendation?

OTHER

Please list two faculty members who know you well and who I may be able to talk with to learn even more about you.

Please have your parents or guardians respond to the following questions.

1- If you were to write the first few sentences of your child's recommendation letter, what would you write?

2- What three words come to mind when asked to describe your child?

3- What is the single most important thing you would like colleges to know about your child?

4- In what area has your son or daughter shown the most growth and development during HS?

5- Has your child taken on any initiatives outside of school that have been a good example of their character?

6- Has there been a particular challenge in your child's life that has played a major role in who they have become today?

**REMINDER: THIS IS DUE TO ME AT LEAST 2 WEEKS
BEFORE YOU NEED YOUR LETTER OF
RECOMMENDATION SENT**