

Letter of Recommendation – Personal Data Form

Name: _____

Phone: _____

Where will the letter be sent? _____

To Whom? _____

My Career goals: _____

Anticipated college major: _____ Anticipated occupation: _____

Hobbies and talents: be specific – (if you take piano lessons say how long and whether you plan to continue)

School activities: be specific (list what you did and how long, your position, contribution, or accomplishment)

Clubs/organizations: _____

Student Government: _____

Athletic/competitive teams: _____

Awards and honors: _____

Out of school activities:

Part Time job: _____

Church activities: _____

Community activities: _____

Volunteer experiences: _____

Travel Experiences: _____

Which of the above activities meant the most to you and why? _____

In what ways have you grown as a person since you started high school? _____

What are you most proud of? _____

List five characteristics that best describe you and why: _____

What challenges have you met and how have you worked to overcome them? _____

What distinguishes you from others like you? _____

Attach a one-paragraph self-recommendation (250 words)