

Name: _____

Date: _____ Need Letter by: _____

SENIOR LETTER OF RECOMMENDATION WORKSHEET

1. List school activities and years involved in each activity:
2. Which activity has been especially important to you? Why?
3. List your honors, awards and the years they were received:
4. List your leadership roles and responsibilities:
5. List your community and/or church activities:
6. What courses have you especially enjoyed and excelled in? Explain.
7. List any jobs you have had, how many hours per week you worked & when you were employed.

8. List three words that describe you. Give an example of each.

9. What are your best qualities?

10. Of which accomplishment are you most proud? Why?

11. List any hobbies, special interests, and/or talents that you have:

12. What are your career plans? If you have chosen a major, what made you choose that major?

13. List any colleges/universities you plan to apply to and indicate whether you have yet applied.
(Pay attention to application deadlines @ each school to be considered for their internal scholarships)

14. Has there been any event or aspect of your life that has had a major impact on you?

15. Please list anything else you believe is important for me to know about you.