

# Letter of Recommendation



Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Cumulative GPA: \_\_\_\_\_

Email Address: \_\_\_\_\_

What is the purpose of this recommendation (college admission, scholarship, job application, etc.)?

Who do you wish to address this letter to (specific company, college, any college, etc.)?

Classes Taken with

(writer of recommendation)

Year

Grade

1. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Rigorous Courses Taken

Grade

1. \_\_\_\_\_

\_\_\_\_\_

2. \_\_\_\_\_

\_\_\_\_\_

3. \_\_\_\_\_

\_\_\_\_\_

4. \_\_\_\_\_

\_\_\_\_\_

5. \_\_\_\_\_

\_\_\_\_\_

Co-curricular Involvement

Awards or Leadership Positions

1. \_\_\_\_\_

\_\_\_\_\_

2. \_\_\_\_\_

\_\_\_\_\_

3. \_\_\_\_\_

\_\_\_\_\_

4. \_\_\_\_\_

\_\_\_\_\_

5. \_\_\_\_\_

\_\_\_\_\_

Activities Outside of School (Jobs, Scouts, Church Groups, etc.)

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

5. \_\_\_\_\_

Adjectives that describe you best: \_\_\_\_\_

What else would you like to share? \_\_\_\_\_