

Teacher Letter of Recommendation Request Form

*Please make sure you ask the teacher *first* if they are willing to write you a recommendation.

Important: Please allow at least 4 weeks for the completion of the recommendation.

Name: _____

Date: _____

Class you had with the teacher and when _____

Type of recommendation (circle): Employment, Military, College, Other?

IF you have any ideas, what do you plan to study in college? If not, what are your general interests?

IF you know, briefly describe your career goals.

Activities you've been involved in both inside and outside of school throughout high school:

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Colleges you are applying to and **earliest deadline:**

_____	_____	_____
_____	_____	_____
_____	_____	_____

Anything else you want your teacher to know:
