

TEACHER RECOMMENDATION REQUEST FORM

Student Information

Please make sure you ask the teacher first if he/she is willing to write a recommendation.

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

Student Name: _____ Date: _____

In which class did I have you? _____ What
year? _____

Type of recommendation: Employment _____ Military _____ College _____ Other _____

What do you plan to study in college?

To which colleges are you applying & application deadline?

- | | |
|----------|----------|
| 1. _____ | 4. _____ |
| 2. _____ | 5. _____ |
| 3. _____ | 6. _____ |

Briefly describe your career goals.

List activities in which you have been involved.

- | | |
|----------|-----------|
| 1. _____ | 7. _____ |
| 2. _____ | 8. _____ |
| 3. _____ | 9. _____ |
| 4. _____ | 10. _____ |
| 5. _____ | 11. _____ |
| 6. _____ | 12. _____ |