# LETTERS OF RECOMMENDATION

# TYPES OF LETTERS OF REC

ACADEMIC

**CHARACTER** 

**EMPLOYMENT** 

#### **COLLEGE APPLICATIONS**

- ACADEMIC PERFORMANCE
- TEACHER (11<sup>TH</sup> OR 12<sup>TH</sup>)
  - CORE SUBJECT PREFERRED
  - CAREER PATHWAY IF RELATED TO YOUR MAJOR
  - NOT NECESSARILY CLASS WITH HIGHEST GRADE
    - HOW ARE YOU AS A STUDENT? STRENGTHS/WEAKNESSES
      - QUALITY OF WORK
  - ADVISE TEACHER IF YOU WANT AN AREA HIGHLIGHTED

### SCHOLARSHIP APPLICATIONS

- CHARACTER/LEADERSHIP
  - COACHES
  - EMPLOYERS
  - CLERGY
  - POLITICAL FIGURES

# SCHOOL COUNSELOR LETTERS OF REC

- ENCOMPASSES THE ENTIRE STUDENT
  - ACADEMIC PERFORMANCE
  - ACTIVITIES-EXTRA CURRICULAR
  - LEADERSHIP
  - CHARACTER
- PROVIDE RESUME OR SENIOR BRAG SHEET

#### GIVE YOUR RECOMMENDER TIME

- REACH OUT TO ASK IF THEY ARE WILLING
  - DON'T BE OFFENDED IF THEY CANNOT.
- GIVE 2 WEEKS NOTICE
- PROVIDE LIST OF COLLEGES & MAJOR

- FOLLOW UP WITH RECOMMENDER
  - ONLINE
    - COMMON APP EMAIL INVITE
  - PICK UP
    - ESTABLISH DATE/TIME

REACH OUT TO YOUR SCHOOL COUNSELOR

THROUGH SCHOOLOGY OR EMAIL

IF YOU HAVE ANY QUESTIONS