

Williamsville South High School

Request for Teacher Letter of Recommendation

Student's Name: _____ Date: _____

Please send a letter of recommendation for:

College: _____ Scholarship: _____ Job: _____ Volunteer: _____

Grade Point Average (GPA): _____

Name of College(s)/Scholarship(s)

Applied Using: (I)Individual Application,
(C)Common, (S)SUNY

****Attach a Completed Resume if Available****

I have participated in the following school activities: (Include offices held)

Grade: 9 _____
10 _____
11 _____
12 _____

Community Activities/Volunteer Experience: (Include grade activity was done in)

Work Experience: (Where, When, What)

Family Info I would like to share:

Please list the classes you are currently taking:

_____	_____
_____	_____
_____	_____
_____	_____

Comment on your strengths and weaknesses:

Share something unique about you as a person:

Plans for the future: (Your goals)

Any additional comments:

REQUEST THE LETTER A MINIMUM OF TWO WEEKS BEFORE IT IS DUE.

Do not forget to give a Thank You card to the person who writes your letters of recommendation.