

Counselor Recommendation Request Packet

Packet includes:

1. Counselor Recommendation Student Questionnaire
2. Counselor Recommendation Parent Questionnaire

Please allow at least ten school days for completion of a written recommendation. Recommendation letters are sent with the high school transcript. Please have student and parent questionnaires completed and returned to the guidance office with your completed transcript release form. If teacher recommendation letters are to be sent with the counselor recommendation, please also include these recommendations with the completed transcript release form. Please note that the recommendation cannot be written without receipt of all completed information. If you have any questions, please see your counselor.

Recommendations are an important component of applications. The responsibility of your counselor in preparing the “Secondary School Report” or a recommendation for colleges and universities is to provide more insight to you as a person. This includes a summary of your academic and extra-curricular achievements and a sense of your general character and academic potential. Conveying your “unique” qualities is not an easy task. To assist me in being able to write the most accurate and best recommendation for you, please take your time in completing this questionnaire. There may be points of interest that I do not know about you yet! Please provide an honest estimation of yourself.

Part 1- Student Questionnaire

Name:

Date:

Grade:

1. What is this recommendation for (college application, scholarship, other) and to whom and where should the recommendation be sent?
2. What degree, major, and career do you plan to pursue? How certain are you and why have you chosen this field?
3. What has been your most significant contribution to Governor Mifflin or to your local community?
4. What is your proudest personal and/or academic accomplishment?
5. What has been the greatest challenge you have faced?

