



Greater New Bedford Regional Vocational Technical High School

Request For Letter of Recommendation

Student Name: _____ **ID#** _____ **Shop:** _____

Instructions to the Student: To better evaluate you, fill out this form with your information to assist the person from whom you are requesting a recommendation letter. Please allow the Recommender a minimum of two weeks to write a recommendation.

Recommendation needed for: (circle one) Student Portfolio College Scholarship Employment/Other

• *Academics:*

GPA: _____ Class Rank: _____ / _____ SAT Composite: _____ ACT Composite: _____

Intended College Major(s): _____

Long Range Career Plans: _____

• *Special interests, hobbies, or talents:*

• *What do you consider your strengths as a person and as a student?*

• *Please share any other information that would be helpful, such as obstacles you have overcome, and indicate what information the writer should highlight for this particular letter of recommendation.*

• *Academic awards or honors and when you received them:*

<u>Year</u>	<u>Recognition</u>

- *Athletics, Clubs/Extracurricular Activities: List your in-school and out-of-school activities and years of participation:*

<u>Year</u>	<u>Description of Activity</u>	<u>Leadership Positions/Accolades/Awards</u>

- *Community Service: List your in-school and out-of-school community service and total hours of service:*

<u>Year</u>	<u>Description of Service</u>

- *Work experience:*

<u>Year</u>	<u>Description of Experience</u>