

**Request for Letter of Recommendation**

**Student Information**

Please fill out form accurately and completely to assist in preparing a letter of recommendation for your use (i.e. school applications, scholarships).

Name: \_\_\_\_\_  
Address: \_\_\_\_\_ College GPA: \_\_\_\_\_  
City/Zip: \_\_\_\_\_ Overall GPA: \_\_\_\_\_

**Family Background**

Family size: \_\_\_\_\_ Ethnic Background: \_\_\_\_\_  
Country of Birth: You: \_\_\_\_\_ Mother: \_\_\_\_\_ Father: \_\_\_\_\_  
Family Income: \_\_\_\_\_ Below \$20,000 \_\_\_\_\_ \$21,000-\$49,000 \_\_\_\_\_ Above \$50,000  
Parent(s)/Guardian(s) Occupation: \_\_\_\_\_  
Other Language(s) Spoken: \_\_\_\_\_

**Personal Information**

List your current schedule. What is your favorite class? Your most challenging?

\_\_\_\_\_  
\_\_\_\_\_

List any awards/honors you have received since 9<sup>th</sup> grade.

\_\_\_\_\_  
\_\_\_\_\_

List your extra-curricular activities (i.e. clubs/organizations, sports, baby-sitting, job).

\_\_\_\_\_  
\_\_\_\_\_

Name and describe the community service (volunteer work) in which you have participated. What experience has had the most impact on you (i.e. has changed you in some way)? Describe how it has impacted you.

\_\_\_\_\_  
\_\_\_\_\_

List three Sweetwater staff members you feel know you well. What one word would they use to describe you?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Time permitting, what do you do for fun? What are your hobbies? What do you like doing?

\_\_\_\_\_  
\_\_\_\_\_

**Future Goals/Plans**

Colleges you are applying to: \_\_\_\_\_  
Major: \_\_\_\_\_ Career choice: \_\_\_\_\_  
What do you see yourself doing 10 years from now?

\_\_\_\_\_  
\_\_\_\_\_

What is the letter of recommendation for? How soon do you need the letter of recommendation (please allow a minimum of 2 weeks notice for those writing the letter)?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_