

Teacher Name _____

Student Name _____

Senior Information Sheet for Teachers

The information on this sheet can be used by your teachers for writing letters of recommendation. Please answer the questions thoroughly and provide a separate one to each teacher you are requesting a recommendation from.

1. Why have you chosen this teacher to write a letter of recommendation?

2. What are the qualities that set you apart from others in this class? Explain.

3. What do you consider to be your best accomplishments in this teacher's class?

4. What skills did you learn/develop in this class?

5. How does this class relate to your future goals?

Note to Teachers- Letters of recommendation from teachers should focus on the context of the student in their class. The focus should be on what the teacher knows about the student from having him or her in class. The activity side of this form is for informational purposes in helping the teacher get a broad perspective of the student. Commenting on or listing student activities should be avoided except where the teacher has first-hand knowledge as an advisor or where it can be tied into a student characteristic seen in class. Letters should be personal to each student.

*******PLEASE COMPLETE THE ACTIVITY SHEET ON THE BACK*******