

Student's Name: _____

**Champion High School
Counseling Center
201 Charger Blvd
Boerne, TX 78006
830.357.2721**

Some college applications require a recommendation or comments from a school counselor. For this to be done, provide the counselor with this completed "Recommendation Packet". The packet is needed whether the information is to be provided electronically or with an actual letter to be mailed to your college.

Letters will not be written for any college application that does not require a recommendation.

- Complete all parts. Be sure your name, birth date, and address are complete and legible.
- Be specific in the information you use for each year. Only use anecdotes from your high school years.
- If you use an acronym for an organization, be sure to explain it if it is not a common acronym. If you already have an activity resume, you may use it instead of completing that section of the information packet.
- The more information you give, the more informed and complete your counselor's assessment of you can be. Remember, the purpose of a counselor recommendation is to explain to the college what makes you special!!!! If you or your parents prefer to do this section on the computer and attach pages, that is fine.
- After completing your personal information at the top of each "Teacher Information to Counselor" sheet, give this form to two teachers. The teachers will then return the form to your counselor.

Thank you for thoroughly completing this packet and giving the counselor three weeks notice (15 school days).

STUDENT PROFILE PACKET FOR COLLEGE RECOMMENDATION

Student's Full Name _____

Date of Birth _____ Student D# _____

Complete Address _____

Home Phone Number _____

Cell Phone Number _____

E-Mail Address _____

All college recommendations are confidential, in nature. Therefore, we ask that you sign below BEFORE asking your counselor to complete your college recommendation letter. A parent/guardian signature is required if you are not yet 18 years of age.

- I waive the right to see the recommendation submitted to the college(s) of my choosing.

Student Signature

Parent/Guardian Signature

Counselor: _____

Date: _____

College Recommendation Letter for the following school(s):

_____ Application deadline: _____

_____ Application deadline: _____

_____ Application deadline: _____

_____ Application deadline: _____

_____ Application deadline: _____

Today's Date: _____

TEACHER INFORMATION TO COUNSELOR

To the teacher: I am asking my counselor to write a letter of recommendation for my college application. Your insight into my academic performance, as well as my personal character, will be greatly appreciated by my counselor. **Please return this form to my counselor within one week.**

Student _____ Student ID#: _____

Teacher _____ Subject _____

School _____ Please return to _____
(counselor's name)

In making the following ratings, please keep in mind they will be used to compare this student with his or her entire class. Please check the ***SINGLE*** most appropriate box.

The student WILL NOT SEE this evaluation.

| Average Or below | Good (above average) | Excellent (top 10% this year) | Outstanding (top 5% this year) | One of the top few I have encountered in my career | | N/A |
|---------------------|----------------------------|-------------------------------------|--------------------------------------|--|-----------------------------|-----|
| | | | | | Academic motivation | |
| | | | | | Academic creativity | |
| | | | | | Academic self-discipline | |
| | | | | | Academic growth potential | |
| | | | | | Leadership | |
| | | | | | Sense of responsibility | |
| | | | | | Self-confidence | |
| | | | | | Warmth of personality | |
| | | | | | Sense of humor | |
| | | | | | Concern for others | |
| | | | | | Energy | |
| | | | | | Emotional maturity | |
| | | | | | Personal initiatives | |
| | | | | | Reaction to setbacks | |
| | | | | | Respect accorded by faculty | |

First words that come to mind describing student _____

Strengths in your course _____

Notable personal characteristics _____

Give an anecdote which illustrates what this student has said or done to "stand out from the crowd".

Today's Date: _____

TEACHER INFORMATION TO COUNSELOR

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First words that come to mind describing student _____

Strengths in your course _____

Notable personal characteristics _____

Give an anecdote which illustrates what this student has said or done to "stand out from the crowd".

Please complete this sheet OR attach a copy of your resume

FRESHMAN YEAR

Club Memberships _____

Honors/Awards _____

School Leadership _____

Activities and leadership roles outside of school (church, clubs, scouting, work, etc.). _____

SOPHOMORE YEAR

Club Memberships _____

Honors/Awards _____

School Leadership _____

Activities and leadership roles outside of school (church, clubs, scouting, work, etc.). _____

JUNIOR YEAR

Club Memberships _____

Honors/Awards _____

School Leadership _____

Activities and leadership roles outside of school (church, clubs, scouting, work, etc.). _____

SENIOR YEAR

Club Memberships _____

Honors/Awards _____

School Leadership _____

Activities and leadership roles outside of school (church, clubs, scouting, work, etc.). _____

Activities of preceding summer _____

STUDENT, PLEASE ANSWER THE FOLLOWING QUESTIONS

(You may use additional paper or attach printouts.)

1. Tell me WHY you want to pursue a college education and what you would like to study (and why).
2. What are you passionate about?
3. What three characteristics best describe you:
 - a. _____: Explain/Example:
 - b. _____: Explain/Example:
 - c. _____: Explain/Example:
4. Tell me about your leadership experience and skills. What are some specific examples of your leadership inside and outside of school?
5. Tell me about a challenge you have overcome in your lifetime. How has it made you a stronger person?

6. Why should colleges admit you over other applicants? What is special or unique about you?

7. What life experiences have prepared you to deal with the challenges of college life?

8. What do you consider your top three accomplishments in high school and why?

1.

2.

3.

9. Is there anything else you think is important to include in your recommendation letter?

OPTIONAL

| |
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| PARENT INFORMATION TO COUNSELOR |
|--|

To help the college admissions committee get to know your child better, your input is very important. Please share **high school** anecdotes which would illustrate any (or all) of the following:

- Can you remember an incident in your child's life in which he/she acted in a way that exhibited a strong character quality (self-control, truthfulness, resourcefulness, discernment, initiative, diligence, responsibility, flexibility, tolerance, determination, creativity, endurance, cautiousness, forgiveness, patience, etc.)? Please explain.
- What motivates your child? How would someone notice this?
- Explain how your child reacted to any unusual circumstances or situations in the family.
- What makes you proudest of your child? Anecdote essential!!!!
- Please provide any additional information you would want the college admission counselor to know about your child that could positively influence their admission to the college/university.

OPTIONAL

| |
|--|
| PARENT INFORMATION TO COUNSELOR |
|--|

To help the college admissions committee get to know your child better, your input is very important. Please share **high school** anecdotes which would illustrate any (or all) of the following:

- Can you remember an incident in your child's life in which he/she acted in a way that exhibited a strong character quality (self-control, truthfulness, resourcefulness, discernment, initiative, diligence, responsibility, flexibility, tolerance, determination, creativity, endurance, cautiousness, forgiveness, patience, etc.)? Please explain.
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- Please provide any additional information you would want the college admission counselor to know about your child that could positively influence their admission to the college/university.