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|  | **Teacher Recommendation Questionnaire** |

Student: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Teacher: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Deadline of First Application (If Known) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***To the student*:** After a teacher agrees to write a recommendation for you, please thoughtfully complete this form and return it to your teacher. Typed answers are preferred. You may type your answers on a separate piece of paper and attach them.

1. What was it about your experience in my class or your interactions with me that lead you to request a letter of recommendation?
2. What do you believe were your strengths in my class that you would like me to highlight (please use specific examples, if possible)?
3. Were their any projects or essays you completed in my class of which you are particularly proud?
4. How did you see yourself grow in my class?
5. Is there any additional information that you would like to me know that would help me write a strong recommendation for you?
6. List the colleges you are applying to, their application deadlines, and a brief explanation as to why they interest you (if you know this information).

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|  | **Teacher Recommendation Deadlines** |

**Student**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Teacher \_\_\_\_\_\_\_\_**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Student Instruction:** Once you know your college list, give this form to the teachers writing recommendations for you. Specify the colleges to which you are applying, application deadlines, and whether or not they use the Common App.

**Teacher Instructions:** If a college **uses** the Common Application, the student will send you a recommendation request via email. You must create an account and upload your recommendation online. Please note that any recommendation uploaded to the Common App goes to multiple schools – do not make is school specific.

If a college **does not use** the Common Application, email your recommendation to Mrs. Antlitz at least two weeks prior to the listed deadline. Mrs. Antlitz will mail your recommendation to the respective college.

**Deadline of First Application**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **College Name** | **Deadline** | **Common App (Yes/No)** |
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*Write additional colleges on back*