I take it as an honor and a privilege that students would ask me to represent them to their college. I take distinct pleasure in recapping the strengths, outstanding qualities and stories that you had in my class.

Using detail, answer as many questions below as you can. This will help me write the best possible letter of recommendation possible. I will try to tailor it to your specific situation, giving you the best possible chance to get into your first choice school

1. What is the correct spelling of your first and last name? (I have actually had nightmares where students don’t get into college because I spelled their names wrong!)
2. What major are you applying for? If undecided please indicate your general interests.
3. What skills do you possess or practice that will help you in this major? If undecided, what skills do you possess?
4. What jobs, clubs, sports or activities do you do that will help you in this major? If undecided what jobs, clubs, sports or activities do you enjoy?
5. Are there any personal situations, struggles or experiences that are pushing you to your major? If undecided, are there any personal situations, struggles or experiences that define you? (It is ok if there is no answer to this question)