

Student Information Sheet

The following information will be used for writing recommendations for colleges, scholarships and other programs.¹ You may attach a resume for page 1. Be sure you sign the last page!

NAME: _____ Date: _____

Grade: _____ Telephone Number: (____) _____

Mailing Address: _____

_____ Zip Code: _____

E-mail: _____ SSN: _____

Parent/Guardian Name(s): _____

Graduation Plan: _____ (Minimum, Recommended, Distinguished)

Participation in Clubs, Activities, Sports

Club Activity or Sport	Year(s)	Office Held
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Honors Received During High School

Honor Received	Year(s)
_____	_____
_____	_____
_____	_____
_____	_____

¹ You need to give a TWO WEEK notice for a letter of recommendation!

Church/Community Activities

Activity	Year(s)	Notes

Employment While in High School

Employment	Year(s)	Notes

College/Technical School Preferences:

Possible Majors:

Career(s) of Most Interest:

Siblings presently in college:

Name	Age	School

Student Information Sheet – Part II: Personal

Complete all questions that apply to your situation. Please attach additional pages, if necessary.

1. What are your proudest accomplishments?

A. Academic: _____

B. Personal: _____

2. List five (5) adjectives that describe something about you.

3. What extracurricular activity has been most meaningful to you? Why?

4. To what extent have you taken advantage of academic choices available to you?

5. What are your goals now and after college?

6. How much free time do you have each day, and how do you use it?

7. Are there any factors about admissions test scores that you would like addressed in your recommendation?

8. List any factors related to your grades that you would like the colleges to be made aware of.

9. Have you ever had to overcome any handicaps, such as emotional, physical, financial, or other? Describe the handicap(s) and your method of overcoming the situation.

10. List two or more teachers from Klein Forest High School who know you best and would give good recommendations for you.

11. In a short paragraph, explain what makes you unique from your friends. Attach a separate page, if necessary.

I certify that all of the above information provided is true.

Student Signature: _____

Submit a copy of these pages to your counselor and any teacher from which you request a recommendation. **Keep a copy for your files!**

Updated: 09/04/2014