Dear Class of 2025,

A lot of time and thought goes into writing your college recommendation letters. I want to be able to do my very best for you when I write your recommendation. Your responses on this questionnaire will help me write the best letter possible.

Please give these questions serious thought. You want to be portrayed in the best possible light. Your answers should be very well thought out, thorough, and clear. The more information you give me, the more I will have to write. Your letter of recommendation will mirror the effort and work you put into this questionnaire. Please type your answers directly on this document and then email it to me. **It is ok for you to leave certain questions blank and respond in more detail to others.**

I will be asked to write many recommendation letters and most of them will be asked of me around the same time. **The completed questionnaire must be turned in no later than 10 BUSINESS days before your first application deadline.**

This questionnaire is intended only for me and its sole purpose is to help me in writing the strongest letter of recommendation possible for you. No colleges will see this questionnaire.

Sincerely,

Mrs. Johnson

[JohnsonT@calvertnet.k12.md.us](mailto:JohnsonT@calvertnet.k12.md.us)

Mrs. Beebe

School Counselor for seniors attending CTA.

[Beebes@calvertnet.k12.md.us](mailto:Beebes@calvertnet.k12.md.us)

*\*Note:* ***Students attending CTA should return the questionnaire to Mrs. Beebe. All other students should return theirs to Mrs. Johnson.***



**Student Questionnaire for Counselor Letter of Recommendation**

**This completed questionnaire must be turned in no later than 10 BUSINESS days before your first application deadline. Please type your answers directly on this questionnaire and email the completed form to your counselor. Be sure to confirm with your counselor that it was received.**

Name:

Preferred Nickname:

Student ID:

Student Cell:

Student email:

1. Possible Major:

2. Career Interests:

3. What about that career interests you?

4. Have you taken classes, participated in any internships/jobs, or had life experiences that helped prepare you for that career or helped you decide that you were interested in that field? If so, please describe in detail that experience and how/why that helped you learn or make your decision.

5. What adjectives would you use to describe yourself?

6. List what you believe to be your most admirable or most distinguished trait or quality. Explain to me why and how. Keep in mind that I am looking for traits that you would like to have emphasized to colleges. If possible, include a personal experience that exemplifies that strength.

7. What subjects interest you most?

8. How would your teachers describe you?

9. Do you have any academic accomplishment that you are particularly proud of? If so, tell me more about it.

10. Do you play any sports? What sports do you play? How long have you played them? Have you had any Leadership roles on your sports teams? Is there any special recognition or experience you would like me to be aware of?

11. Are you involved in the arts? If so, how and for how long? Have you had any leadership roles in the arts or any special recognition that you would like me to be aware of?

12. What clubs, extracurricular activities/clubs both in or out of school have you participated in during HS? For how long? Have you had any leadership roles or special recognition in these programs? Do you have any interesting or important experiences to share?

13. Have you participated in any community service/volunteer work during high school? If so, please describe. What was your role?

14. Describe any circumstance in your life which you feel has helped to shape your character, personality, and attitude towards life.

15. Is there anything about your family that has had a significant impact on you? (history, cultural background, shared interest/activity, size, crises, are you a first-generation college student, etc…)

16. In reviewing your transcript, is there anything you would like to explain to colleges to put your grades, GPA, or course selection in an appropriate context? If so, explain.

17. How would your friends describe you?

18. If you had to choose a motto to live by, what would it be and why?

19. Is there any additional information that may be helpful to share? (Ex. Unusual circumstance, personal or medical challenges, financial aid need, scholarship information, etc.)

20. Is there any other important information that you would like me to share or include in your letter?