

Century High School

Counseling Center

Counselor Recommendation Letter Packet

Student Name: _____

Counselor Name: _____

This packet is designed to help your counselor write an accurate & informed college recommendation letter for you.

Please fill out the information requested and email to your counselor. Please allow enough time (3 weeks) for a recommendation to be written and sent to the college by their due date.

Please answer all questions with as much detail as possible

1. What three words best describe you? Give an example to illustrate why you chose these words.

1)

2)

3)

2. What is your career pathway? Which specific major(s) might you like to study in college? What is your long-range goal?

3. What have you done at CHS to prepare you for this pathway? BE SPECIFIC – CCCTC? Internship? Classes & Activities both inside and outside CHS?

*If you had an internship, please tell me where, some of the responsibilities you had, and what you learned from it.

8. IF APPLICABLE TO YOU ONLY: Do you want me to discuss your learning disability? How you have addressed your learning style?

9. **PARENTS** – Is there anything that you would like to add to your child's recommendation packet?

HIGH SCHOOL ACTIVITY INFORMATION SHEET

Please provide any information you would like to have included in letters of recommendation to be sent with college applications, job references, etc. Attach a separate sheet if necessary or use the back of this sheet if you need more space. Don't forget to make a copy for yourself.

1. Significant school activities I have participated in during high school (9-12) and evidence of leadership:

Activity	Grades/Years Active	Offices/Positions Held

2. Community and civic activities: (Include part-time jobs, summer employment, and volunteer work):

Activity/Employment	Dates (be specific)	Responsibilities