

MHS Teacher Recommendation Request Form

(must be turned in at least two weeks prior to application deadline)

Today's Date: _____

Student Name: _____ Teacher Name: _____

Student Cell Phone: _____ Student E-mail: _____

_____ This teacher has agreed to write a recommendation for me.

_____ I entered this teacher's name into Naviance. I also entered the colleges I am applying to in Naviance as well as on the Common Application.

Please submit my recommendation to these schools:	Please send/upload by this date:	Common Application School Yes or No	E-docs School Yes or No	SUNY Online Application Yes or No	Paper Application Yes or No	No Separate Forms?
Example – Siena College, NY	11/1/13	Yes	Yes	No	No	No
1.						
2.						
3.						
4.						
5.						
6.						
7.						

Must be completed! Sheet ___ of ___

Please answer the following questions to help your recommender focus on your best qualities.

1. Was there a specific essay or project that exemplified your best work in this class/activity and if so, why?
2. What skills did you improve upon the most in this class/activity?
3. What unit/topic did you get the most out of or enjoy the most and why?
4. Is there anything in particular that you would like this recommender to include in your recommendation?
5. Was there any particular time that you were particularly proud of your actions or accomplishments in class or during this club?

