

# TEACHER RECOMMENDATION FORM FOR PROVIDING INFORMATION FOR THE COUNSELOR'S COMPOSITE RECOMMENDATION

*Please return to the student's counselor*

\_\_\_\_\_  
Student Name

\_\_\_\_\_  
Recommender Name

\_\_\_\_\_  
Counselor Name

Today's Date: \_\_\_\_\_

Date Due to Counselor: \_\_\_\_\_

- Describe this student's academic abilities and performance in your class. Give an example as a quote may be used in the recommendation.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- Describe any leadership skills this student has demonstrated. Give an example as a quote may be used in the recommendation letter.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- What are the first words that come to mind to describe the student?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### EVALUATE THE STUDENT USING THE FOLLOWING CHART

Check the appropriate boxes:

| No basis for rating |                                  | Below Average | Average | Good (Above average) | Very Good (Well above average) | Excellent Top 10% | Outstanding Top 5% | One of the top few I've encountered |
|---------------------|----------------------------------|---------------|---------|----------------------|--------------------------------|-------------------|--------------------|-------------------------------------|
|                     | Academic Achievements            |               |         |                      |                                |                   |                    |                                     |
|                     | Extracurricular Accomplishments  |               |         |                      |                                |                   |                    |                                     |
|                     | Personal qualities and character |               |         |                      |                                |                   |                    |                                     |
|                     | Overall                          |               |         |                      |                                |                   |                    |                                     |