

## Request for Teacher Letter of Recommendation

Name \_\_\_\_\_ \*Date of Birth \_\_\_\_\_

Today's Date \_\_\_\_\_ Earliest Application Deadline Date: \_\_\_\_\_

***\*Note to teachers: Please include the student's date of birth in your letter.***

***Nicolet recommends that students request no more than two teacher recommendations unless otherwise requested by the college or university. Students should allow teachers a minimum of three weeks to write letters of recommendation.***

Class(es) taken with teacher \_\_\_\_\_

Name of any other teacher(s) writing letters of recommendation for you \_\_\_\_\_

What type of knowledge or skill did you gain from this course?

What area of this course was the most challenging? How did you overcome it?

What are your educational goals? Do you have an intended major? Career Goals?

Please check characteristics/qualities that describe you.

- |                                      |                                       |                                      |  |  |
|--------------------------------------|---------------------------------------|--------------------------------------|--|--|
| <input type="checkbox"/> adventurous | <input type="checkbox"/> enthusiastic | <input type="checkbox"/> imaginative | <input type="checkbox"/> perceptive    | <input type="checkbox"/> studious      |
| <input type="checkbox"/> alert       | <input type="checkbox"/> exuberant    | <input type="checkbox"/> impulsive   | <input type="checkbox"/> poised        | <input type="checkbox"/> strong-minded |
| <input type="checkbox"/> articulate  | <input type="checkbox"/> flexible     | <input type="checkbox"/> independent | <input type="checkbox"/> practical     | <input type="checkbox"/> tactful       |
| <input type="checkbox"/> athletic    | <input type="checkbox"/> frank        | <input type="checkbox"/> industrious | <input type="checkbox"/> quiet         | <input type="checkbox"/> thoughtful    |
| <input type="checkbox"/> clever      | <input type="checkbox"/> generous     | <input type="checkbox"/> intelligent | <input type="checkbox"/> realistic     | <input type="checkbox"/> warm          |
| <input type="checkbox"/> cooperative | <input type="checkbox"/> gentle       | <input type="checkbox"/> kind        | <input type="checkbox"/> reliable      | <input type="checkbox"/> well-mannered |
| <input type="checkbox"/> confident   | <input type="checkbox"/> happy        | <input type="checkbox"/> mature      | <input type="checkbox"/> self-reliant  |  |
| <input type="checkbox"/> creative    | <input type="checkbox"/> helpful      | <input type="checkbox"/> natural     | <input type="checkbox"/> shy           |  |
| <input type="checkbox"/> curious     | <input type="checkbox"/> humble       | <input type="checkbox"/> neat        | <input type="checkbox"/> sincere       |  |
| <input type="checkbox"/> eager       | <input type="checkbox"/> humorous     | <input type="checkbox"/> organized   | <input type="checkbox"/> sophisticated |  |
| <input type="checkbox"/> easy going  | <input type="checkbox"/> idealistic   | <input type="checkbox"/> patient     | <input type="checkbox"/> stable        |  |

List specific examples for 2 of the characteristics you checked:

List an example of how you displayed leadership in the classroom:

Indicate any additional information that you would like to be emphasized in your letter:

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**STUDENTS... You are responsible for following the procedure below:**

1. Ask for an appointment with teacher to discuss this request.
2. Give this completed Recommendation Form to the teacher.
3. Follow up with teachers as you finish your application or as deadlines approach.