

PUTNAM CITY NORTH COLLEGE APPLICATION AND SCHOLARSHIP RECOMMENDATION LETTER REQUEST

KNOW YOUR APPLICATION DEADLINES!

- **For transcripts, you must submit your request to Mrs. Hill (thill@putnamcityschools.org)**
- IF YOUR COLLEGE APPLICATION REQUIRES INFORMATION TO BE FILLED OUT BY YOUR COUNSELOR, SUBMIT YOUR APPLICATION TO THE COUNSELOR **NO LATER THAN 3 WEEKS PRIOR TO THE DUE DATE.**
- LETTERS OF RECOMMENDATION ARE CONFIDENTIAL – YOU SHOULD NOT ASK FOR A COPY.

STUDENT NAME: _____ **TELEPHONE:** _____
(Last) (First)

E-mail: _____ **Rec Letter for** _____
(Name of University or Scholarship Organization)

List three teachers (currently teaching at PCN) who know your school record best:

- 1.
- 2.
- 3.

COMPLETE THE STATEMENT BELOW

1. The first words that come to mind to describe myself are...
2. The three personal qualities I like best about myself are...
3. The three personal qualities I think my teachers like best about me are...
4. I have shown leadership skills by...
5. The accomplishments that I am most proud of are...
6. The most meaningful extra-curricular experience I have had is ... and why...
7. The class that I enjoy the most is ... and why...
8. My academic record is/is not an accurate reflection of my abilities and potential...
9. Are there any “extenuating circumstances” or other information that your counselor should be aware of and include in the letter of recommendation?

10. If for a college recommendation letter, what is your top choice and explain why you want to attend the university. If for a scholarship, what makes you uniquely qualified to be awarded the scholarship?

Cumulative GPA (at end of Junior year) _____

List only your highest scores:

SAT Date: _____ Score: _____

ACT Date: _____ Score: _____

AP Subject	Score	AP Subject	Score

Please indicate grade level of participation. Write in the names of the clubs, teams, offices held, honors received etc.

SCHOOL ACTIVITIES (ex. Leadership, Organizations, Clubs, Academic and other awards)

COMMUNITY ACTIVITIES (ex. Religious, Organizations, Clubs, Awards, Volunteering)

ATHLETICS/POM/CHEER/STEP (ex. Teams, Awards, Recognitions)

OTHER ACTIVITIES (ex. FCCLA, DECA, Performing Arts, Visual Arts, Debate, Yearbook, etc.)

EMPLOYMENT (positions held, employer, years employed)