

Bank of America Student Leaders®
Letter of Recommendation Fact Sheet

Student Leaders is an eight-week summer experience for high school juniors and seniors. The program includes a paid internship with a local nonprofit organization as well as the Student Leaders Summit in Washington, D.C., July 13-18, 2020. The program gives Student Leaders the opportunity to develop and apply leadership skills through hands-on community work while discovering their own talents for serving their community and leading others. For more information go to: www.bankofamerica.com/studentleaders

INSTRUCTIONS:

- A letter of recommendation is required for all applicants. All applications without a letter of recommendation will be disqualified.
- Letters not meeting the requirements below will be disqualified.
- The recommendation letter must come from a teacher, guidance counselor, or administrator at your current school.
- The letter of recommendation must be on school/official letterhead
- Student applicant is responsible for uploading the signed letter of recommendation to their application and submitting the application by the deadline of January 31, 2019.
- If your school/teacher has a policy of not providing you with a letter of recommendation, you must upload a document to the Letter of Recommendation field in your application that notes the letter will be forthcoming. Then, once you have submitted your application, please have your teacher/administrator email the letter to foundation@bankofamerica.com. Please ask them to include your name, market and request ID so that we may upload the letter to the correct application.

Requirements:

1. This letter must be written on school letterhead
2. Include student's full name
3. Affirm that the student is in good standing at school
4. Provide insight into the student's leadership qualities and community service activities
5. Provide insight into the student's potential to benefit from the Student Leaders
6. Recommendation must be signed
7. Recommendation must be uploaded **as a PDF** by the application deadline.

Contact 1-800-218-9946 with questions.