



SANTA SUSANA HIGH SCHOOL
BRAG SHEET FOR
LETTERS OF RECOMMENDATION

If you need a letter of recommendation for your college application, a scholarship program, etc., please complete this form and **INCLUDE AS MUCH INFORMATION AS POSSIBLE**. Remember that the person writing your recommendation wants to do a good job for you but needs your assistance.

GUIDELINES

YOU MUST GIVE WRITER AT LEAST TWO WEEKS NOTICE (THE SOONER THE BETTER) TO ENSURE LETTER IS SUBMITTED BY DUE DATE.

YOU NEED TO PROVIDE STAMPED AND ADDRESSED ENVELOPES UNLESS YOUR LETTER IS FOR AN ONLINE APPLICATION.

_____ Letter needed for college entrance and/or # of copies and/or: _____
_____ Letter needed for scholarships # of copies: _____
Earliest due date: _____

PERSONAL DATA SECTION

Full Legal Name: _____

E-mail Address: _____

Are you certifying? YES or NO School: _____ Emphasis: _____

List three teachers who know you well: _____

List colleges where you are applying for admission: _____

What subjects are you considering majoring in: _____

TESTING

SAT

Verbal_____ Math_____ Total_____

ACT

English_____ Math_____ Reading_____ Science_____

Composite_____

ACADEMICS

FILL OUT THIS SECTION TO THE BEST OF YOUR ABILITY. YOU MAY EXPAND ON CERTAIN QUESTIONS AND OMIT OTHERS IF THEY DO NOT APPLY TO YOU.

Please list the years in school followed by the specific details of your particular activity. For example: 9th, class president; 10th, volunteer at Simi Valley Hospital; 11th, member CSF; 12th, Secretary of the Fashion Club.

Use additional paper if needed.

How would your teachers/ friends describe you and why? (e.g. - honest, outgoing, etc.):

Academic Information (e.g. – favorite subject, what makes you a strong student, courses taken at community college, etc.):

What academic achievement are you most proud of and why? (e.g. - AP test scores, SAT scores, special awards etc.):

What honors or awards have you earned while at Santa Susana High? (e.g.- certification):

What are you doing for your Senior Project?

Are there any circumstances that may have affected your academic performance? If so, explain the circumstance and how you responded to it.

ACTIVITIES

What activities have you been involved in at Santa Susana High and how has this made you a stronger person? (e.g. – big brothers/big sisters, clubs, special classes, etc.):

What activities have you been involved with in the community (volunteer work, unpaid jobs, etc.):

Do you have any paid work experience? (job? Babysitting? House sitting?):

What are your hobbies or special interests? (tennis, model building, museums etc...):

Additional Information that may be helpful in writing your letter of recommendation of if there is something special or unique about you that you would like to have mentioned in the letter, please explain. (For example, any obstacles/disadvantages you have overcome)

What else would you like me to talk about that makes you stand out above other students?
