

Name of Student: _____

Date: _____

Dear Parent/Guardian:

As your son or daughter begins their journey toward choosing a career and their “life after High School”, it may prove to be helpful and/or imperative that they have letters of recommendation on file (for colleges, scholarships, and/or job applications). They may approach a teacher, administrator, coach, counselor, employer, youth director, or other people to write a letter of recommendation. Providing these people with a “Brag Sheet” might assist in helping them remember things to put in the letter. They would love to hear what you have to say!

1. What do you consider to be the outstanding accomplishments of your child during the past three or four years? Why did you select those as most important?

2. In what areas has your child shown the most development and growth during the past three or four years?

3. What do you consider to be his/her outstanding personality traits?

4. If you had to describe your son/daughter in five adjectives, what would they be?

5. Are there any unusual or personal circumstances, which have affected your son or daughter's educational experiences or personal experiences?

6. Share any information about your son/daughter which you would like recommending teachers to be aware of:

Please feel free to continue your comments on additional sheets of paper.

Name of Counselor

Parent/Guardian Signature