

To my students:

At times you may need a letter of recommendation from me. This is most often part of the college application process, but can sometimes be for scholarships or summer opportunities. If you will need a letter of recommendation from me, please complete this packet and send it to me at least 1 month prior to the due date of the application/letter of recommendation. I don't want letters of recommendation to be burdensome for you. Complete this packet to whatever extent you feel comfortable. Obviously, the more information you give me, the more comprehensive the letter of recommendation. And please, remember, you are asking something of me and teachers, so please approach all of us with appreciation and understanding.

You will need to create a copy of this packet, as this version is locked. Please make a copy, add your name to the beginning of the title (Jane Doe - Letter of Rec...) and either share with me via Google Docs or email me a pdf version.

Note: You need to do your own research to find out if you will need a letter of recommendation.

UC and CSU (California State University) schools do NOT require nor accept letters of recommendation.

Most letters of recommendation are submitted online (through Common App, Coalition Application or separate private college online application). There will be a place on the application to request letters of recommendation, from me and teachers, mentors, coaches, supervisors, etc. Each application platform should have instructions or directions on how to request recommenders.

When entering my information on an online application please use iscott@tamdistrict.org as my email address.

Aside from letters of recommendation, I am here to help all of my students through the college research and application process. Please don't hesitate to reach out for help. I like to help. That's why I do the job that I do.

Truly,

Ian Scott

Letter of Recommendation - Student Questionnaire

Name:	First Application Due Date:
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Schools to which you are applying:

1) Briefly describe your family situation including who you live with, how many siblings, language spoken at home... etc.

2) What are you considering as a major in college? If you don't know, do you have a particular area of interest (i.e. - liberal arts, science, etc.)? Are you considering a certain career?

3) Please describe an accomplishment which you are proud of (can be academic or not).

4) Have you faced any setbacks while in high school, educationally or personally? If so please describe how it affected you and your academics.

5) What is your proudest moment as a student?

6) Will you be applying for financial aid? Scholarships? How might finances affect your college application process and your ultimate college decision? (please note that if finances might be a barrier to college, there are lots of resources. Come talk to me)

7) What else, if anything, would you like me to know or include in a letter of recommendation?

Please list any and all activities (sports, clubs, internships, jobs, etc.) that you participated in in high school and how long you were involved. If you already have a resume you can just attach or email it separately.