



**CLASS OF 2013  
HERNDON HIGH SCHOOL**

**COLLEGE RECOMMENDATION  
PACKET—MRS. CONNELLY**

*Student Name:* \_\_\_\_\_

**RETURN A TYPED, HARD COPY OF YOUR COMPLETED  
PACKET TO ME BY: June 19, 2012**

To help me write the best and most accurate college recommendation that I can for you, please complete the information requested in this 4-part packet.

- 1. Self Assessment**
- 2. Parent Response**
- 3. Activity Record**
- 4. Teacher Evaluation**

# Herndon High School

## STUDENT INFORMATION

Name:	Student ID Number:
E-mail:	Parent E-Mail:
Home Phone:	Cell Phone:

At this point, what colleges/universities are on your list? Please indicate if they are “*Reaches, 50-50’s or Safeties.*”

Do you plan to apply Early Action/Early Decision? If so, *where* and *what is the deadline?* \_\_\_\_\_

Are you the first person in your family to attend college? \_\_\_\_\_

Where your parents born in another country? If so, what country? \_\_\_\_\_

### PART 1--SELF-ASSESSMENT

My expectation is that you will TYPE thorough, detailed answers to all questions and turn in a HARD COPY of your completed packet to me by the last day of school (6/19/12). Please provide anecdotal examples whenever possible. I will not be checking grammatical errors, etc, so please don’t worry about writing style. I just need the information. Thanks in advance for all of your hard work on the recommendation packet. I believe that the answers to the questions will be great preparation for college essays and interviews.

1. What three words best describe you, and why do you think they are good descriptors?  
(Provide thoughtful examples, anecdotes, etc.)

a.) \_\_\_\_\_

b.) \_\_\_\_\_

c.) \_\_\_\_\_

2. If you were writing your own recommendation, what personal information would you include to show your uniqueness? (i.e. What personal qualities distinguish you from your peers?)

3. Are you logical or creative? (Explain with examples.)
4. Are you outgoing or shy? (Explain with examples.)
5. What are your personal strengths? (Explain with examples.)
6. What are your academic strengths? (Explain with examples.)
7. What are your “special” talents? (Can be in any area such as art, music, athletics, science, literature, mathematics, computer science, etc. Indicate if you have been recognized with awards, etc. for these talents. Also indicate how much time you spend developing these talents.)
8. What has been your favorite class? (Explain why.)
9. How do you spend your free time? (Give specific examples. For instance, if you like to read, make sure you list the titles of your favorite books. If you play video games, which ones? If you play sports, which ones, where, etc?)
10. What do you choose to learn on your own time? (What is your intellectual passion?)
11. What are your current career goals? (Why?) If unsure, what subjects do you hope to study in college? (Why?)
12. How have you taken advantage of the challenging curriculum and/or opportunities available to you at Herndon?
13. They say that “What doesn’t kill us makes us stronger.” Describe an obstacle that has affected you, positively or negatively? How has overcoming this obstacle helped you to grow?
14. If you chose a motto to live by, what would it be and why?
15. In what ways has your family influenced you personally and academically?
16. In reviewing your transcript is there anything you’d like to explain to colleges in order to put your grades or course selection in an appropriate context? If so, explain.
17. Of all the activities in which you have been involved during high school, which activity has been most important to you and why? (You may choose a school-affiliated program or an independent one.)
18. How have you contributed to the school or local community? (Give specific examples.)
19. How have you shown evidence of leadership ability? (Give specific examples.)
20. How have you demonstrated good character? (Give specific examples.)

21. For each area, list what you believe to be your accomplishments (big or small). Explain why these are accomplishments:
  - a.) Academics
  - b.) Extra-curricular
  - c.) Social/Personal
22. Describe any work or volunteer experiences you have had. What did you “take” from the experience? How did you make a contribution – what did you “give” the experience?
23. What do you plan to do over the summer?
24. Please complete the attached resume of school and community activities. Remember to include volunteer and work experience, awards won, etc.
25. Who have you approached (or do you plan to approach) for teacher recommendations?

## PART 2--PARENT RESPONSE

Thank you in advance for your effort in completing this form. Your insights into your student are greatly appreciated. If possible, please type your answers. Feel free to use additional paper.

**Student Name:** \_\_\_\_\_

Please share with me the colleges you think would be a good match for your student. Please indicate if these choices are “*Reaches, 50-50’s or Safeties.*”

1. Why, specifically, do you feel these are a good match for your student?
  
  
  
  
  
  
  
  
  
  
2. Are there any financial limitations that could impact where your student applies?
  
  
  
  
  
  
  
  
  
  
3. List three adjectives that best describe your student. (Please provide anecdotal examples of these traits.)
  - a) \_\_\_\_\_
  
  
  
  
  
  
  
  
  
  
  - b) \_\_\_\_\_
  
  
  
  
  
  
  
  
  
  
  - c) \_\_\_\_\_
  
  
  
  
  
  
  
  
  
  
4. What are some of your child's accomplishments during the past three years?

**(NEXT PAGE)**

**5.** If there are any unusual personal circumstances which have affected your child's educational experiences or personal development, please explain.

**6.** Please relate anecdotes that describe your student's strengths, accomplishments, preferences, work habits, goals, personality, etc. Feel free to use the back of this sheet as well as additional sheets.

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Parent Signature

### PART 3—INFORMAL TEACHER EVALUATION

(Please give this form to a teacher who won't be writing your formal college recommendation.)

Student's Name: \_\_\_\_\_ Counselor: Connelly

Teacher's Name: \_\_\_\_\_ Course: \_\_\_\_\_

**Please check one box and sign before giving this form to your teacher:**

I waive my right to see my teacher's recommendation.

I do not waive my right to see my teacher's recommendation.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

*Teachers: Your input is invaluable to the development of a complete and accurate recommendation. Your time and thoughtfulness are greatly appreciated. Please answer the following questions based on your contact with the student.*

1. What adjectives immediately come to mind in describing this student? (Examples and anecdotes are especially helpful.)
2. In what ways can this student's academic performance be distinguished from other able students' (e.g. intellectual curiosity, approach to learning)? Provide anecdote if possible.
3. What do you like best about this student? In what ways has he/she made an impact--either in your class or in an activity for which you are a sponsor?
4. Are there any factors that might interfere with the student's academic performance and/or personal relationships at college?

**NEXT PAGE**



## INFORMAL TEACHER EVALUATION (Continued)

Please check the single most appropriate box for each item. In completing ratings, please **compare the student with other students at Herndon High School.**

	<b>Good</b>	<b>Excellent</b>	<b>Outstanding</b>	<b>One of the top few <u>ever</u> encountered</b>
Academic motivation				
Academic self-discipline				
Leadership				
Energy and initiative				
Warmth of personality				
Self-confidence				
Academic promise				
Character and personal promise				
<b>OVERALL RECOMMENDATION</b>				

5. Is there anything else you would like to share about this student (e.g. personal circumstances, unusual accomplishments)?

**Thank you for your time and effort.**  
**Please return this form to the student's counselor by the end of the school year.**

## PART 4--ACTIVITY RECORD

*Please don't assume that your counselor can identify an activity by its initials or that he/she knows what an activity entails. Be as specific as possible. You may use your own resume format, but make sure that it reflects the information asked for on this sheet.*

Grade Year	School, Community, Summer Activities	Hours/Week	Week/Year	Offices Held, Honors Won
Grade 9				
Grade 10				
Grade 11				
Grade 12				