

Sierra Lutheran High School
Letter of Recommendation Request Form

Date _____

I, _____ (printed name of student), request that a letter of recommendation be written on my behalf to send to the following colleges/universities.

Signature of Student: _____

Signature of Parent: _____

Please include the following items when you request a letter of recommendation from a teacher:

1. Attach a list of activities, sports, honors and awards, and community service. Also include your thoughts on future careers and college majors. All this information will help the teacher write a stronger letter of recommendation.
2. Include addressed/stamped envelopes for each college/university.

Note that SLHS policy is that transcript requests be made two weeks prior to an application deadline. For December 31 deadlines, requests for letters of recommendation must be made by December 1st.

Please note any applicable deadlines for the schools listed above: