

## Counselor's request for teacher information

Teacher: \_\_\_\_\_ Date needed: \_\_\_\_\_

\_\_\_\_\_ has asked me to write a letter of recommendation to/for \_\_\_\_\_.

To provide a more complete picture of this student, I need your assistance. Please briefly assess the student in the following areas:

Academic achievement:

Character:

Personal qualities:

Promise/aptitude:

Maturity:

Integrity/values:

Motivation:

Special talents:

Please cite specific events and unusual circumstances whenever possible. Thank you for your help.  
Return form to:

**Source:** Joy Ahmad, Del City High School, Oklahoma

### Handout 5F